



The Corporation of the City of Stratford
Infrastructure, Transportation and Safety Committee
Open Session
AGENDA

Date: Monday, June 10, 2024

Time: 7:10 P.M.

Location: Council Chamber, City Hall

Committee Present: Councillor Burbach - Chair Presiding, Councillor Nijjar - Vice Chair, Mayor Ritsma, Councillor Beatty, Councillor Biehn, Councillor Briscoe, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Sebben, Councillor Wordofa

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Taylor Crinklaw - Director of Infrastructure Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Karmen Krueger - Director of Corporate Services, Kim McElroy - Director of Social Services, Tim Wolfe - Director of Community Services, Miranda Franken - Council Clerk Secretary, Dave Bush - Director of Human Resources

To watch the Committee meeting live, please click the following link:

<https://video.isilive.ca/stratford/live.html>

A video recording of the meeting will also be available through a link on the City's website

<https://calendar.stratford.ca/meetings> following the meeting.

Pages

1. Call to Order

The Chair to call the Meeting to Order.

2. 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 General Nature of Pecuniary Interest

3. Sub-committee Minutes

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Sub-committee minutes are attached for background regarding the discussion held at the May 29, 2024, Sub-committee meeting.

4. Delegations

None scheduled.

5. Report of the Fire Chief

5.1 Amend Fireworks By-law 73-2006

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Staff Recommendation: THAT the Fireworks By-law 73-2006, as amended, be further amended by:

- Amending section 1.6 to remove sparklers from the definition of "family fireworks".
- Amending section 5.1 to "No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day, Canada Day, and on the first day of the Diwali Festival annually. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day or the first day of the Diwali Festival make it impractical and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day or the first day of the Diwali Festival shall be the designated day."
- Amending section 11.1 to: "The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person on Victoria Day or Canada Day or the first day of Diwali for their own personal display shall not be deemed to be a Display Fireworks."

AND THAT the City Clerk be directed to prepare and list an amendment to By-law 73-2006, for consideration at a future Regular Council meeting.

Motion by

Sub-committee Recommendation: THAT the Fireworks By-law 73-2006, as amended, be further amended by:

- Amending section 1.6 to remove sparklers from the definition of "family fireworks".

- Amending section 5.1 to "No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day, Canada Day, and on the first day of the Diwali Festival annually. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day or the first day of the Diwali Festival make it impractical and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day or the first day of the Diwali Festival shall be the designated day."
- Amending section 11.1 to: "The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person on Victoria Day or Canada Day or the first day of Diwali for their own personal display shall not be deemed to be a Display Fireworks."

AND THAT the City Clerk be directed to prepare and list an amendment to By-law 73-2006, for consideration at a future Regular Council meeting.

6. For the Information of Committee

6.1 Department Update

A copy of the update has been posted to the City's website on the "Engineering Division" page.

6.2 Advisory Committee/Outside Board Minutes

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The following Advisory Committee Minutes are provided for the information of Committee:

- Accessibility Advisory Committee Minutes of March 5, 2024
- Energy and Environment Committee Minutes of March 7, 2024
- Accessibility Advisory Committee Minutes of April 2, 2024
- Energy and Environment Committee Minutes of April 4, 2024

7. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by

Committee Decision: THAT the Infrastructure, Transportation and Safety Committee meeting adjourn.



The Corporation of the City of Stratford Infrastructure, Transportation and Safety Sub-committee MINUTES

Date: May 29, 2024
 Time: 4:30 P.M.
 Location: Council Chamber, City Hall

Sub-committee Present: Councillor Burbach - Chair Presiding, Councillor Nijjar - Vice Chair, Councillor Hunter, Councillor McCabe

Regrets: Councillor Beatty

Staff Present: Joan Thomson – Chief Administrative Officer, Taylor Crinklaw - Director of Infrastructure Services, Tatiana Dafoe - City Clerk, Neil Anderson - Director of Emergency Services/Fire Chief, Miranda Franken - Council Clerk Secretary

1. Call to Order

The Chair called the Meeting to Order.

Councillor Beatty provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

The Chair read the City of Stratford Respectful Workplace Policy statement.

2. 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 General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made by a member at the May 29, 2024, Infrastructure, Transportation and Safety Committee meeting.

3. Delegations

3.1 Request for Delegation by Thomas Crozier

Sub-committee Discussion:

Motion by Councillor Hunter

THAT Thomas Crozier be heard.

Carried

Thomas Crozier, referring to a PowerPoint presentation, requested: the speed limit on Mornington Street be raised from 40km/h to 50km/h, the area identifying the school crossing at the Bedford School walkway be marked with the Ontario Traffic Manual recommended signs reducing the speed limit to 40km/h when activated, that the timing of the traffic lights at Mornington Street and McCarthy Road be rechecked and adjusted, and that McCarthy Road from Romeo Street to Mornington Street be reconstructed to allow four lanes of traffic with turning and bicycle lanes. Highlights of the presentation included:

- in 1975, Mornington Street having four lanes of traffic, with one sidewalk;
- the street having been reduced to two driving lanes and two bicycle lanes with the same pavement width and sidewalks on both sides of the road;
- there having been one school closure, the privatization of another, a nursing home having closed and Bedford School being active at the north end of Mornington Street;
- Mornington Street being an arterial road feeding traffic from the North end into downtown Stratford;
- the speed limit being 40 km/h since the by-law was passed in 1966;

- the Archives being unable to find justification to support the by-law, and that the change could have been due to the Bedford School opening around that time;
- requesting the speed limit be 50km/h from James Street/Delamere Avenue North to McCarthy Road, noting the speed limit increases to 50km/h beyond McCarthy Road;
- referencing photographs circulated to Sub-committee to show 75% of driveways in the area are U shaped or have turn arounds so that residents do not have to back onto the road and therefore the speed limits not being of concern; and
- recommending the Bedford Drive school crossing be adapted to the Ontario Traffic Manual recommended signs reducing the speed limit to 40km/h when activated.

Discussion on this matter occurred between members of Sub-committee, staff, and the delegate. Highlights of the discussion included:

- it being questioned what the process would be to make these changes and what the justification would be;
- staff suggesting the speed on Mornington Street remain 40km/h to accommodate the school crossing at Bedford Drive;
- design elements of Mornington Street and the area being based on established standards and expectations that may not meet current standards;
- the starting location for beginning a 50km/h speed limit adding to the complexity for staff to evaluate the proposal;
- current considerations in this area including pedestrian crossovers proposed and designed with tenders being called in 2024 for a crossover at Waterloo Street and Mornington Street, as well as at Princess Street and Mornington Street;
- design for crossover at Delamere Street and Mornington Street being an undesired situation which would be exacerbated if the speed limit were to increase;

- each project may be limited, may cost more to install and require different analysis for consideration;
- design curves at Waterloo Street and Mornington Street, and at Delamere Avenue and Mornington Street may not meet current standards and there may be larger infrastructure upgrades required to raise the speed limit to 50km/h;
- the Transportation Master Plan having been finalized in 2023 and this not being one of the considerations or recommendations made;
- recommendation to proceed being that staff undertake engagement with Bedford and Fallstaff Schools and with the general public to gather feedback;
- there being staff time needed for analysis of feasibility and the implications of the multiple design elements dependent on where the speed limit increase starts;
- staff recommending a report would come back at a later date to provide more specific details on the implications;
- there being a speed reduction warning at Mornington and Delamere and it being suggested the speed be changed to 50 km/hr after the corner;
- the school at Falstaff not having a crossing on Waterloo Street and noting they are not impacted north of Delamere Avenue; and
- if a motion is to be made for review, it being suggested that a longer time frame be provided to accommodate staff workload and to include enforcement measures such as electronic speed camera and being cautious of adding to the police workload.

Motion by Councillor Hunter

Sub-committee Recommendation: THAT the change in speed limit on Mornington Street north of the curve to Delamere Avenue from 40km/h to 50km/h be referred to staff for review.

Defeated

4. Report of the Fire Chief

4.1 Amend Fireworks By-law 73-2006

Staff Recommendation: THAT the Fireworks By-law 73-2006, as amended, be further amended by:

- Amending section 1.6 to remove sparklers from the definition of “family fireworks”.
- Amending section 5.1 to “No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day, Canada Day, and on the first day of the Diwali Festival annually. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day or the first day of the Diwali Festival make it impractical and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day or the first day of the Diwali Festival shall be the designated day.”
- Amending section 11.1 to: “The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person on Victoria Day or Canada Day or the first day of Diwali for their own personal display shall not be deemed to be a Display Fireworks.”

AND THAT the City Clerk be directed to prepare and list an amendment to By-law 73-2006, for consideration at a future Regular Council meeting.

Sub-committee Discussion: The Director of Emergency Services/Fire Chief reviewed the management report, highlighting the following:

- the first request being to amend the by-law to remove the long grey sparklers from family fireworks as the designation is limiting as family fireworks can only be set off on Canada Day and Victoria Day;
- sparklers being available for celebratory dinners, birthdays, at restaurants;
- adult supervision being encouraged for younger children at all times when using sparklers;

- the second request being to add Diwali to the family fireworks list of approved events which currently consists of Canada Day and Victoria Day;
- Diwali being the Hindu celebration of lights that has been expanding;
- Fire Prevention having seen an increase in requests over 2022 and 2023 for fireworks on Diwali;
- the Fire Department recommending, as seen in other cities, authorizing the setting off of fireworks during Diwali on the first day of the five day event with a rain delay date, as with Canada day and Victoria day; and
- being that the event dates of Diwali fluctuate, the event would then be included in the family fireworks dates and cited as "the first day of Diwali".

Sub-committee expressed their thanks for this report and for hearing the concerns of the community.

Motion by Councillor McCabe

Sub-committee Recommendation: THAT the Fireworks By-law 73-2006, as amended, be further amended by:

- **Amending section 1.6 to remove sparklers from the definition of "family fireworks".**
- **Amending section 5.1 to "No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day, Canada Day, and on the first day of the Diwali Festival annually. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day or the first day of the Diwali Festival make it impractical and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day or the first day of the Diwali Festival shall be the designated day."**
- **Amending section 11.1 to: "The act of setting off of Family Fireworks on private property by the owner, tenant or**

authorized person on Victoria Day or Canada Day or the first day of Diwali for their own personal display shall not be deemed to be a Display Fireworks."

AND THAT the City Clerk be directed to prepare and list an amendment to By-law 73-2006, for consideration at a future Regular Council meeting.

Carried

5. Department Update

Sub-committee Discussion: The Director of Infrastructure Services provided the following highlights from the department update:

- the five year Water/Wastewater Rate Study being underway for 2024, which will implement water and wastewater rates and fees for 2025-2030;
- staff being at the data collection stage for the Water/Wastewater Rate Study project with a report and recommended rate changes predicted for the fall;
- 2023 sidewalk projects being largely done including installations on McCarthy Road west and other locations;
- restoration work remaining to be completed before sidewalks can be opened to the public and the anticipated timeline being two weeks;
- for the Albert Street Re-construction Phase 2, the design being complete and staff will be informing residents east of the current construction site of the open house to be held on June 2, 2024, for public input and consideration;
- several budgeted 2024 pedestrian crossing improvements having been designed and tenders being issued to the public;
- for the development on Perth Line 36 there being installation of watermain beginning Tuesday, June 4th, anticipated three week work duration and Perth Line 36 being closed during installations and tie ins for final watermain;

- at the Avon River by the Waterloo Bridge, the water levels being up and new stop logs having been installed in this location by the Upper Thames River Conservation Authority and having a life span of a few decades;
- there being questions relating to the completion of the Huron Street road diet which is just line painting of the existing paving structure north of the current three lanes, with the contractor being engaged for this work and the public to be informed when dates for this work are scheduled;
- road painting beginning with the pride crosswalk near Market Square;
- six demonstrations complete of fully electrified tools at the Public Works yard with more scheduled to provide awareness to City staff and interested parties; and
- tools including larger mowers, as well as hand tools etc. as most things have this capability now.

6. **Advisory Committee/Outside Board Minutes**

The following Advisory Committee Minutes were provided for the information of Sub-committee:

- Accessibility Advisory Committee Minutes of March 5, 2024
- Energy and Environment Committee Minutes of March 7, 2024
- Accessibility Advisory Committee Minutes of April 2, 2024
- Energy and Environment Committee Minutes of April 4, 2024

7. **Next Sub-committee Meeting**

The next Infrastructure, Transportation and Safety Sub-committee meeting is June 26, 2024, at 4:30 p.m. in the Council Chamber, City Hall.

8. **Adjournment**

Motion by Councillor Hunter

Sub-committee Decision: THAT the Infrastructure, Transportation and Safety Sub-committee meeting adjourn.

Carried

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:55 P.M



MANAGEMENT REPORT

Date: April 30, 2024
To: Infrastructure, Transportation, and Safety Sub-committee
From: Neil Anderson, Fire Chief
Report Number: ITS24-010
Attachments: Fireworks By-law 73-2006

Title: Amend Fireworks By-law 73-2006

Objective: To seek City Council approval to amend Fireworks By-law 73-2006 to recognize the Diwali religious festival to the list of approved events for fireworks celebrations and to amend the regulation of sparklers by not including them under the Family Fireworks definition.

Background: The current Fireworks By-law allows for family fireworks on Canada Day and Victoria Day only.

The Fire Department has received an increase in inquiries from families that have requested to set off *Family Fireworks* as part of the Hindu religious ceremony commonly referred to as the "Festival of Lights". The Diwali Festival is celebrated over a period of 5 days, in October or November annually, with the dates varying annually.

Based upon the existing by-law, such requests have been denied.

Further, it is noted that under section 1.6 that 'sparklers' is included under the definition of Family Fireworks. Sparklers are used for many celebrations, including in restaurants with some desserts and birthday celebrations. They continue to be sold by many vendors and are used by families throughout the year, despite being regulated as being included as a family firework.

Analysis: To reflect the inclusive spirit of Stratford staff are recommending that the first day of Diwali, the Hindu religious ceremony commonly referred to as the "Festival of Lights", be added to Sections 5.1 and 11.1 of the Fireworks By-law as an eligible day. Sections 5.1 and 11.1 would be amended as follows:

5.1 No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day and Canada Day ***and on the first day of the Diwali Festival annually***. In the event that weather conditions such as rain, fog, smog or wind, *on the*

designated days (Victoria Day or Canada Day or the first day of the Diwali Festival) make it impractical and/or unsafe to set off family fireworks, the next day preceding or following these days shall be the designated day.

11.1 The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person Victoria Day, Canada Day **or the first day of Diwali** for their own personal display shall not be deemed to be a Display Fireworks.

The Stratford Fire Department is also recommending removal of sparklers from article 1.6 as a regulated family firework but continues to encourage safe use of them, external of buildings, and with adult supervision.

In all cases, alternatives to fireworks (glow sticks, flashlights, etc.) will always be encouraged and welcomed.

Financial Implications:

Financial impact to current year and future year operating budgets:

There are no financial impacts to budget anticipated from this report.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT the Fireworks By-law 73-2006, as amended, be further amended by:

- **Amending section 1.6 to remove sparklers from the definition of “family fireworks”.**
- **Amending section 5.1 to “No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day, Canada Day, and on the first day of the Diwali Festival annually. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day or the first day of the Diwali Festival make it impractical**

and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day or the first day of the Diwali Festival shall be the designated day."

- **Amending section 11.1 to: "The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person on Victoria Day or Canada Day or the first day of Diwali for their own personal display shall not be deemed to be a Display Fireworks."**

AND THAT the City Clerk be directed to prepare and list an amendment to By-law 73-2006, for consideration at a future Regular Council meeting.

Prepared by: Neil Anderson, Director of Emergency Services Fire Chief
Recommended by: Joan Thomson, Chief Administrative Officer



**BY-LAW NUMBER 73-2006
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to prohibit and regulate the sale of fireworks and the setting off of fireworks in the City of Stratford and to repeal By-law 184-87 and all amendments thereto.

WHEREAS section 121 of the *Municipal Act 2001, S.O. 2001 c.25* as amended, provides that a local municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks and to prohibit such activities unless a permit is obtained from the municipality for those activities and may impose conditions;

AND WHEREAS section 130 of the *Municipal Act 2001, S.O. 2001 c.25* as amended provides that a municipality may regulate matters for purposes related to the health, safety and well-being of the inhabitants of the municipality;

AND WHEREAS Council of The Corporation of the City of Stratford deems it necessary for the safety and well being of the community to prohibit and regulate the setting off of fireworks and for requiring permits within the geographic limits of the City of Stratford;

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

1.0 DEFINITIONS

- 1.1 **"City"** means the geographic limits of the City of Stratford;
- 1.2 **"competent person"** means a person who is at least 18 years of age and is fully aware of applicable legislative requirements at all levels of Government, with regards to the discharging of fireworks.
- 1.3 **"Council"** means the Council of The Corporation of the City of Stratford;
- 1.4 **"display fireworks"** means an outdoor, high hazard, recreational firework that is classed as a subdivision 2 of Division 2 of Class 7 Fireworks under the *Explosives Act*, and includes rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, bombardos, waterfalls, fountains, batteries, illumination, set pieces and pigeons but does not include firecrackers;
- 1.5 **"Explosives Act"** means the *Explosives Act, Revised Statutes of Canada, 1985, Chapter E-17 and the Regulations* enacted thereunder as mended from time to time or Act and Regulations enacted in substitution therefore.
- 1.6 **"family fireworks"** means an outdoor, low hazard, recreational firework that is classed as a subdivision 1 of Division 2 of Class 7 Fireworks under the *Explosives Act* and includes fireworks showers, fountains, golden rain, lawn lights, pin wheels, Roman candles, volcanoes and sparklers, but does not include Christmas crackers and caps for toy guns containing not in excess of twenty-five one-hundreths of a grain of explosive used per cap;
- 1.7 **"firecracker"** means a pyrotechnic device that explodes when ignited and does not make any subsequent display or visible effect after the explosion and includes those devices commonly known as Chinese firecrackers. For the purpose of this By-law,

Christmas crackers and caps used in cap pistols, shall not be deemed as "firecrackers".

- 1.8 "fireworks" means display fireworks, pyrotechnic special effects fireworks and family fireworks but does not includes sparklers;
- 1.9 "Fire Chief" means the Fire Chief for the City or designate;
- 1.10 "Fire Department" means the Stratford Fire Department;
- 1.11 "motor vehicle" means motor vehicle as defined in the *Highway Traffic Act, R.S.O. 1990 c.H.8* as amended;
- 1.12 "minor" means a person who is under 18 years of age;
- 1.13 "Noise By-law" means By-law No. 113-79, as amended and as enacted by the City or any subsequent by-laws enacted by the City to regulate noise;
- 1.14 "permit" means an application for Display Fireworks Permit;
- 1.15 "person" includes a partnership, a corporation and a natural individual. Where a person is a minor "person" includes the parent or guardian of the minor.
- 1.16 "pyrotechnician" means a person who is certified under the *Explosives Act* as a Theatrical User, an Assistant, a Pyrotechnician or a Special Effects Pyrotechnician and is qualified to purchase and supervise the display of pyrotechnic special effect fireworks under the *Explosives Act*;
- 1.17 "pyrotechnic special effect firework" means a high hazard firework that is classed as a subdivision 5 of Division 2 of Class 7 Firework under the *Explosives Act* and that is used to produce a special pyrotechnic effect for indoor or outdoor performances and includes black powder bombs, bullet effect, flash powder, air bursts, smoke compositions, bergs, lances and wheels;
- 1.18 "**Retail Business Holidays Act**" means the *Retail Business Holidays Act, R.S.O. 1990, CHAPTER R.30*, as amended, and any regulations enacted thereunder as amended from time to time or Act and Regulations enacted in substitution therefore;
- 1.19 "sale" includes all attempts or offers to sell or cause or permit to sell or invitations to purchase, whether by express act or implication;
- 1.20 "flying lantern" means a small hot air balloon made of paper, with an opening at the bottom where a small fire is suspended and also known as "sky lantern";

2.0 SALE OF FIREWORKS

- 2.1 No person shall display, offer for sale, or sell fireworks within the City, except on Victoria Day or Canada Day and for a period of 14 calendar days prior to each of the above holidays.
- 2.2 For greater certainty, only those persons authorized to undertake retail sales pursuant to section 4 of the *Retail Business Holidays Act* and any by-law enacted by the City in accordance with the *Retail Business Holidays Act* may sell fireworks on Victoria Day and/or Canada Day.
- 2.3 Subject to section 2.1 herein, no person shall display, offer for retail sale, or sell fireworks in the City unless:
 - a) the fireworks are displayed in a package, glass case or other suitable receptacle away from inflammable goods;
 - b) the fireworks are displayed in a place where they are not exposed to the rays of the sun or to excess heat;

- c) the fireworks are displayed inside of a building and a minimum of 3 metres from any window;
 - d) the fireworks are displayed in or near an area where smoking or igniting of any smoking or other substance or device is prohibited; and
 - e) the fireworks are displayed in or near any areas where cooking or heating of food or beverage or other substance is prohibited.
- 2.4 No person who offers for sale or sells fireworks shall fail to post the location where the fireworks are kept as a "No Smoking Area".
- 2.5 No person shall sell or cause or permit to be sold, fireworks to a person who is not a competent person.
- 2.6 Notwithstanding the provisions of this Section, retail sales of family fireworks may be permitted from detached storage units or tractor/trailer units outside of a building, provided that the units are located at least:
- a) 6 metres from any combustible material;
 - b) 6 metres from any building or any other temporary retail outlet;
 - c) at least 3 metres from any vehicle parking and
 - d) with the prior approval of the Fire Chief or designate, for the location.

3.0 POSSESSION OF FIREWORKS

- 3.1 No person, other than a competent person, shall be in possession of fireworks.

4.0 FIRECRACKERS

- 4.1 No person shall set off firecrackers within the City.
- 4.2 No person shall display, offer for sale or sell firecrackers within the City.

5.0 SETTING OFF FAMILY FIREWORKS AND FLYING LANTERNS

- 5.1 No person shall set off Family Fireworks in the City, except on the designated days of Victoria Day and Canada Day. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day make it impractical and/or unsafe to set off family fireworks, the next day preceding or following Victoria Day or Canada Day shall be the designated day.
- 5.2 No person shall set off Family Fireworks on designated days as prescribed in this By-law at any time except in accordance with the Noise By-law between the hours of 8:00 pm and 12:00 midnight of the same day.
- 5.3 Only a competent person shall be in charge of setting off Family Fireworks in the City.
- 5.4 No minor shall set off any fireworks, other than a sparkler where the minor is under the supervision of an adult at all times.
- 5.5 No person shall set off family fireworks in, into or on:
- a) a building;
 - b) a motor vehicle;
 - c) a highway or street;
 - d) park or other public place.
- 5.6 Property damage or injury as a result of family fireworks shall be the responsibility of the person setting off the fireworks.

- 5.7 Family Fireworks shall only be permitted to be set off on private property.
- 5.8 No person shall set off fireworks on any land of which he or she is not the owner, without obtaining the prior written permission of the owner to do so.
- 5.9 No person shall set off flying lanterns within the City.
- 5.10 No person shall display, offer for sale or sell flying lanterns within the City.

6.0 STORING OF FAMILY FIREWORKS

- 6.1 No person shall store, handle or set off family fireworks in an unsafe manner or in a manner that creates a nuisance, taking into account the noise, danger from fire and explosion, and risk of death, injury and damage to property inherent in the storage, handling or use of fireworks.
- 6.2 A person who stores family fireworks shall use reasonable care to ensure that those fireworks are not accessible to a minor.

7.0 PERMITS FOR SETTING OFF DISPLAY FIREWORKS

- 7.1 No person shall set off Display Fireworks in the City unless they have applied for and been granted a permit to do so in accordance with the provisions of this By-law.
- 7.2 No person shall set off Display Fireworks in the City except on Victoria Day or Canada Day. In the event that weather conditions such as rain, fog, smog or wind, on Victoria Day or Canada Day make it impractical and/or unsafe to set off display fireworks, the Fire Chief may designate an alternate day and time.
- 7.3 For the celebration of a special event or community event in the City, the Fire Chief may approve the setting off of Display Fireworks on a day other than Victoria Day or Canada, subject to the provisions of this By-law.
- 7.4 A complete application, including permit fee to set off Display Fireworks shall be made to the Fire Chief in accordance with this By-law at least 30 calendar days prior to the holding of the Display Fireworks and the Fire Chief may grant a permit for the setting off of Display Fireworks in a manner acceptable to the regulations and all applicable by-laws of the City of Stratford. Filed with the application shall be a statement of the safety measures being implemented and a current and up to date site plan with dimensions showing:
 - a) the location of the proposed Display Fireworks,
 - b) the access to be provided for fire and emergency vehicles,
 - c) the free zone area of clear distance between the point of launch and an occupied area.
- 7.5 The Fire Chief may require any additional information of the applicant to ensure the public's safety and may impose additional conditions on the issuance of a permit as he deems advisable in the particular circumstances of the application.
- 7.6 If, the opinion of the Fire Chief, it is necessary for a firefighter or firefighters to be present at the setting off of Display Fireworks, the presence of such firefighter(s) shall be a condition of the permit. The firefighter(s) shall have the right to enter any premises for the purpose of ensuring public safety and shall not be hindered or obstructed in any way whatsoever. Such firefighter(s) shall also have the authority to require any precautions for the prevention of fire which in the firefighter(s) opinion is deemed necessary before any Display Fireworks are set off pursuant to the permit issued by the Fire Chief.
- 7.7 Each permit/application shall state the name of the corporation, club, association or group to whom it is issued, the place and date at which and on which it may be held,

the type and kind of Display Fireworks that will be set off, the name of the person under whose supervision it shall be held and such other information as required by the Fire Chief. Any special conditions imposed by the Fire Chief to promote health and safety of the public at the event shall also be listed on the permit.

- 7.8 A permit for setting off Display Fireworks shall only be issued by the Fire Chief to a service club, corporation, association or group.
- 7.9 A Display Fireworks permit may be issued for the purpose of celebrating Victoria Day or Canada Day or such other event approved by the Fire Chief, subject to the following:
- a) If Display Fireworks are to be held on municipal property, approval of Council must be obtained prior to applying for a permit.
 - b) No permit shall be issued for a location within 150 metres of any place where explosives, gasoline or other highly flammable substances are stored.
 - c) Every applicant shall provide with the permit, proof of Liability Insurance with a minimum coverage of five million Canadian dollars (\$5,000,000.00CA) with The Corporation of the City of Stratford to be named as an additional insured.
 - d) The fee for a permit is prescribed in the Fee By-law as amended from time to time by Council.
- 7.10 No person shall set off Display Fireworks in the City except on the day or days specified by the permit and in accordance with the Noise Control By-law between the hours of 8:00 pm and 12:00 midnight of the same day.
- 7.11 The permit may be suspended or revoked by the Fire Chief if the conditions of the permit are not being met or it would be unsafe to allow the Display Fireworks.
- 7.12 No person shall set off Display Fireworks or advertise that a Display Fireworks event is to be held in the City without a permit issued by the Fire Chief.
- 7.13 Every person to whom a permit is issued under this section shall:
- a) provide and maintain approved fully operational fire extinguishing equipment ready for immediate use, throughout the time while the Display Fireworks is being set off or displayed and for a reasonable period thereafter, at the location or site of the setting off or holding of a Display Fireworks;
 - b) produce the permit on demand by the Fire Department or to any police officer, or any person authorized to enforce this By-law; and
 - c) permit the inspection of any site where the Display Fireworks may be stored, set off or displayed and the fireworks themselves together with all associated equipment, by the Fire Department or anyone authorized to enforce this By-law, forthwith, upon demand.
- 7.14 Every person to whom a permit is issued under this section, shall, immediately after the conclusion of the setting off or holding of a Display Fireworks, carry out a site inspection and shall:
- a) remove all unused or partly used fireworks from the site;
 - b) gather together and remove all debris remaining after using or partial use of the Display Fireworks; and
 - c) return the site to the condition it was prior to the setting off or holding of the display.

8.0 SETTING OFF DISPLAY FIREWORKS

- 8.1 No person shall set off Display Fireworks in the City without first receiving a permit from the Fire Chief.
- 8.2 Display fireworks shall only be set off under the supervision of a person who is qualified for such purpose to the satisfaction of the Fire Chief.
- 8.3 Every person who sets off Display Fireworks shall take all steps reasonably necessary, as would a reasonable and prudent person, to ensure no harm to persons or property damage.
- 8.4 Conditions set out in the permit as well as legislative requirements at all levels of Government shall be adhered to.
- 8.5 Property damage or injury as a result of Display Fireworks shall be the responsibility of the person setting off the fireworks.

9.0 NOISE BY-LAW

- 9.1 No person shall set off any fireworks in accordance with this By-law, except during the times prescribed in the Noise By-law.

10.0 PYROTECHNIC SPECIAL EFFECTS FIREWORKS

- 10.1 No person shall hold a display of Pyrotechnic Special Effect Fireworks in the City without having first obtained a permit to do so issued by the Fire Chief.
- 10.2 No person shall set off any Pyrotechnic Special Effect Fireworks in the City without having first obtained a permit to do so issued by the Fire Chief authorizing the pyrotechnic special effect fireworks.
- 10.3 The Fire Chief may require any additional information of the applicant to ensure the public's safety and may impose additional conditions on the issuance of a permit as he deems advisable in the particular circumstances of the application.
- 10.4 The Pyrotechnic Special Effect Fireworks shall only be set off under the supervision of a pyrotechnician.
- 10.5 If, the opinion of the Fire Chief, it is necessary for a firefighter or firefighters to be present at the setting off of any Pyrotechnic Special Effect Fireworks, the presence of such firefighter(s) shall be a condition of the permit. The firefighter(s) shall have the right to enter any premises for the purpose of ensuring public safety and shall not be hindered or obstructed in any way whatsoever. Such firefighter(s) shall also have the authority to require any precautions for the prevention of fire which in the firefighter(s) opinion is deemed necessary before any Pyrotechnic Special Effect Fireworks are set off pursuant to the permit issued by the Fire Chief.

11.0 EXEMPTIONS

- 11.1 The act of setting off of Family Fireworks on private property by the owner, tenant or authorized person on Victoria Day or Canada Day for their own personal display shall not be deemed to be a Display Fireworks.
- 11.2 It is hereby declared for great certainty that the Festival Cannon is exempt from the provisions of this By-law.

12.0 VALIDITY

- 12.1 If any provisions of this By-law are for any reason held to be invalid, it is declared to the intention, that all remaining provisions shall remain in full force and effect until repealed, notwithstanding that one or more provision shall be been declared invalid.

13.0 CONFLICT WITH OTHER BY-LAWS

- 13.1 Nothing in this By-law shall exempt any person from complying with the requirements of any by-law in force or from obtaining any licence, permission, permit, authority or approval required under any by-law or legislation

14.0 OFFENCES

- 14.1 Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine of not more than \$5,000.00 exclusive of costs as provided for in the *Provincial Offences Act, R.S.O. 1990, c.P.33* as amended.

15.0 REPEAL

- 15.1 Upon the passage of this By-law, By-law 184-87 and all amendments thereto, shall be repealed.

16.0 ENACTMENT

- 16.1 This By-law shall come into force and effect immediately upon the passing thereof.

Read a FIRST, SECOND and THIRD time and

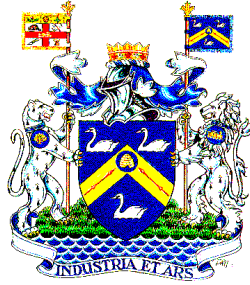
FINALLY PASSED this 8th day of May, 2006.

"Daniel B. Mathieson"

Mayor – Daniel B. Mathieson

"Joan Thomson"

Clerk – Joan L. Thomson



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, March 5, 2024, at 11:30 a.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: Roger Koert – Chair Presiding, Geoff Krauter, Councillor Bonnie Henderson, Diane Sims, Heather Contois, Jamie Pritchard

Staff Present: Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Adam Betteridge – Director of Building and Planning, Casey Riehl – Recording Secretary

Also Present: Connor Luczka - Media

Regrets: Andy Mark

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:44 a.m.

Land Acknowledgment

Moment of Silent Reflection

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Adoption of the Previous Minutes

Motion by Diane Sims

Seconded by Heather Contois

THAT the minutes from the Accessibility Advisory Committee meetings dated January 23, 2024 and February 6, 2024 be adopted as printed. Carried

4. Infrastructure Services Update – Nathan Bottema, Project Engineer

Nathan Bottema, Project Engineer provided the following update:

- The budget has been passed and the capital projects identified at the February meeting are moving forward in 2024.
- Staff are reviewing missing sidewalks to work on for 2024. They currently have a design completed for St. Vincent Street from West Gore Avenue to Cambria Street (at the Hospital). They also have a preliminary concept started for Forman Avenue between Huron Street and Hibernia Street (East side).
- Staff provided a cost breakdown of approximately \$15,000.00 for the three locations identified for curb drops at accessible on-street parking spots (Ontario Street, Albert Street, George Street).

Motion by Councillor Henderson

Seconded by Jamie Pritchard

THAT the Accessibility Advisory Committee supports spending up to a maximum of \$15,000.00 from the 2024 Infrastructure Services Department – Engineering Accessibility budget to drop the curbs down at three accessible parking spots identified on Ontario Street, Albert Street and George Street.

Carried

- He has the platform design for the park area across from the Veteran's Drive Bandshell and will be taking the design concept to the Park's Board meeting in April for their approval. Mr. Bottema will confirm details of the presentation with the Parks and Forestry Manager and Roger Koert.
- The mobi-mats are now included on the Community Services events application form, and he has provided them with brochures on what the mobi-mats can be used for. Mike Beitz, Corporate Communications Specialist, will also be sharing a social media post after the mobi-mats have been used for the first time. Oonagh Vaucrosson will work with Mr. Beitz to add educational information to the AAC website.

5. Site Plan Review Sub-Committee Update – Oonagh Vaucrosson - Accessibility, Diversity & Inclusion Coordinator

Accessibility Advisory Committee
March 5, 2024 – Minutes

The Accessibility, Diversity & Inclusion Coordinator updated the AAC that the Review Sub-Committee reviewed the following plans and provided a written report to members:

- 80 Lorne Avenue West
- 76 Crane Avenue
- 265 St. David Street
- 180 Wright Boulevard

Outstanding plans to be reviewed:

- 156 Albert Street

6. Update from the Accessibility, Diversity & Inclusion Coordinator – Oonagh Vaucrosson

Oonagh Vaucrosson provided a written report to the AAC members highlighting the following updates:

- The Accessibility Steering Committee is working towards achieving Ministry compliance for its website content to satisfy the 2025 deadline.
- Details on the upcoming ONAP conference on May 9-10, 2024.
- AccessAbility Week Plans (May 28 – June 3, 2024) – proposed speaker, training workshops for members, staff, councillors.
- Map Mission Day (Sunday, March 24, 2024) bringing communities across Canada together to make neighbourhoods more accessible and inclusive.

Roger Koert requested Ms. Vaucrosson provide additional details on who specifically will be attending the training workshops and who will be paying for the sessions.

7. Update from Council – Councillor Bonnie Henderson

No new updates.

8. Business Arising from Previous Minutes

8.1 Launch of the FADM with Perth-Huron Builders Association – Geoff Krauter/Oonagh Vaucrosson

Geoff Krauter has sent an e-mail to the PHBA to inquire about setting up a date to do an FADM presentation to their members. So far there has not been any response from PHBA. Oonagh Vaucrosson will follow up to see if there is interest in a presentation.

8.2 Developing an AAC Incentive/Rebate Program – Roger Koert

Roger Koert reported that he has received direction from the Clerk that a proposal can be developed and presented to Council for consideration and implementation. He will need to research and develop the framework outlining how applicants can apply, the requirements for applying, amount of grant to be funded, projects that can be funded, conditions for repayment if not used, how applicants would be chosen, etc.

The Clerk did note that Council has deferred incentive programs identified for 2024 to 2025. Mr. Koert will clarify that the plan for this incentive program was that the funds would be from the approved 2024 AAC budget for special projects.

Jamie Pritchard suggested that the grant be matching funds, and that the money would be issued after the job has been complete.

*Adam Betteridge, Director of Building and Planning now present at the meeting at 12:27 p.m.

8.3 2024 National AccessAbility Week Plans – Roger Koert/Oonagh Vaucrosson

Plans are ongoing for National AccessAbility Week with the possibility of hosting a speaker, training opportunities, launching the rebate/incentive program and advertising the annual Accessibility Award.

Diane Sims suggested having previous Accessibility Award recipients involved in endorsing accessibility and giving testimonials about making their businesses accessible and the positive effects of doing so.

Roger Koert will contact the Festival Theatre to possibly do an open house to highlight the accessibility improvements at the Tom Patterson Theatre or collaborating with the AAC and hosting a forum in the lobby at the theatre.

8.4 Update on Accessibility Audit Checklist – Oonagh Vaucrosson

Oonagh Vaucrosson is meeting with Mark Hackett, Community Facilities Manager, tomorrow to review the list of facilities that have been audited for accessibility and prepare a list of the ones that still require an audit.

Roger Koert inquired if she could discuss with Mr. Hackett what their plan is for making the crushed asphalt pathway at the Packham Road soccer field accessible. The pathway was originally to be stone dust but was substituted with crushed asphalt, which is not accessible for wheelchairs, strollers, walkers, etc.

Accessibility Advisory Committee
March 5, 2024 – Minutes

Adam Betteridge noted that staff is dealing with a backlog of files and some projects may not be getting the scrutiny required for the details. Staff can still re-access this location.

9. New Business

None noted.

10. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, April 2, 2024, at 11:30 a.m. at the University of Waterloo, 125 St. Patrick Street, Stratford.

11. Adjournment

Motion by Jamie Pritchard

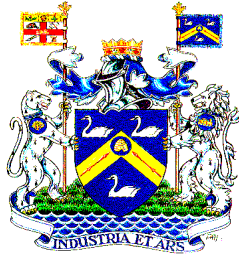
Seconded by Diane Sims

**THAT the March 5, 2024, Accessibility Advisory Committee meeting adjourn.
Carried**

Start Time: 11:44 A.M.

End Time: 12:48 P.M.

Energy & Environment Advisory Committee
March 7, 2024 – Minutes



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on March 7, 2024 at 4:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: Sharon Collingwood – Vice-Chair Presiding, Craig Merkley, Ken Clarke, Anita Jacobsen, Felicity Sutcliffe, Geoff Krauter, Vanni Azzano, Councillor Jo-Dee Burbach

Staff Present: Sadaf Ghalib – Manager of Climate Change Programs, Casey Riehl – Recording Secretary

Regrets: Councillor Larry McCabe, Ian Morton, Vicky Trotter – Council Committee Coordinator

Also Present: Sheila Clarke, members of the public and media

1. Call to Order

Sharon Collingwood, Vice-Chair, called the meeting to order at 4:00 p.m.

Land Acknowledgment

Moment of Silent Reflection

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes – January 18, 2024

Motion by Councillor Burbach

Seconded by Craig Merkley

THAT the minutes from the Energy & Environment Advisory Committee meeting dated January 18, 2024, be adopted as printed. Carried

4. Delegation:

Sheila Clarke from Climate Momentum, addressed the E&E Committee regarding a new project working on a series of workshops/meetings to build climate awareness, to build community and to provide tools for Stratford residents to curb greenhouse gas emissions.

The proposal is comprised of a series of workshops/meetings led by a community group in collaboration with a steering committee of those groups leading workshops. Ideally, the E&E Advisory Committee would participate as part of the steering committee. In total there may be 6-8 workshops and they will focus on energy & emission sectors identified through public engagement by the City and will link with areas currently being developed within the CCAP (Community Climate Action Plan). The Climate Change Program Manager will be a resource to the workshops that are anticipated to include the following sectors/topics, and to incorporate follow-up discussion:

- buildings and land use;
- energy;
- transportation;
- waste and circular economy;
- natural assets and ecosystems;
- tourism and industry.

The proposed series will be initiated in late April (Earth Day month) with a kickoff session. Future sessions will be approximately one per month. At the initial session, Stratford's Climate Change Program Manager will provide an overview of past and present initiatives, the premise of the Community Climate Action Plan, and key takeaways from the 2022 baseline and business as usual projections (study underway).

Following the Climate Change Program Manager's overview, there will be breakout sessions addressing how the community and the City can work together, and what the support and information needs of the community are. The breakout sessions will enable discussion around ideas on how to foster community engagement and support the overarching goals of the City, while recognizing the information needs of the community. The framework is set up to foster positive discussions on how the community can come together to take action as residents.

Staff will inquire if there is availability at City Hall to hold the sessions.

Energy & Environment Advisory Committee
March 7, 2024 – Minutes

Motion by Councillor Burbach

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee supports the series of community climate conversations proposed by Stratford Climate Momentum. Carried

5. Working Group Updates: Ecological, I.C.I. Waste Reduction and Carbon Reduction

Ecological:

Craig Merkley provided the following update from the Ecological Working Group:

- focusing on the 2024 actions on the Invasive Species Management Plan;
- the final phases of developing the Plan being complete by the end of the month;
- discussions being had with the Manager of Parks, Forestry and Cemetery on the development of a reseeding plan to replace what is being taken out;
- a weed-pull being planned for this spring and again in the fall to engage the community;
- the Eco Group planning on participating in Earth Day activities and setting up a booth to share information on weed pulls and also a “do’s and don’ts” flyer for the TJ Dolan area;
- a presentation being provided at the Infrastructure, Transportation and Safety Subcommittee meeting and at the Parks Board meeting; and
- information having been provided to the Manager of Parks, Forestry and Cemetery regarding funding that the City could apply for from the Invasive Species Management Centre to assist with invasive species.

I.C.I. Waste Reduction:

Sharon Collingwood provided the following update from the I.C.I. Waste Reduction Working Group:

- work proceeding on updating the Green Events Guide;
- a suggestion being made that all original documents, such as the Green Events Guide, Blue Dot information, Bee City, etc. be housed in one area so there is no question as to where the documents are kept in the future;

Energy & Environment Advisory Committee
March 7, 2024 – Minutes

- suggestions being made on better ways to onboard committee members, such as summary minutes for them to review what E&E has been working on;
- it being suggested that the annual reports outlining all the yearly activities that the committee has worked on be provided to new members, as well as posted to the website for an overview;
- it being noted the City's website could use an update to encourage better visibility for environment information; and
- a discussion with the Corporate Communications Specialist having been held to make information more "findable" for people visiting the site and a suggestion made to develop a "pointer page" for people to click on to take them to various environmental and climate items located throughout the City's website.

Carbon Reduction:

Sharon Collingwood provided the following update from the Carbon Reduction Working Group:

- work continuing on the retrofit information sheet; and
- ways the City can encourage developers to switch to heat pumps in new builds being investigated.

6. Update from the Climate Change Program Manager

The Climate Change Program Manager provided the following updates:

- the Green Recognition Program being open for applications until March 15, 2024;
- many quality applications encompassing all four categories having been received;
- the Manager wanting to form a review/selection committee made up of 3 to 4 E&E members to meet and discuss the applications after the deadline;
- the intent being to recognize the individuals/businesses at the April 22, 2024 Council meeting;
- the Community Climate Action Plan undergoing development, and the baseline and energy modelling data for 2022 and the years leading up to 2050 are expected to be received;

Energy & Environment Advisory Committee
March 7, 2024 – Minutes

- key takeaways being brought to the first community workshop/meeting, as well as provided to E&E members at the April or May meeting for their feedback before the final development;
- information having been added to the Climate Action website, including information regarding the City's climate action, as well as community and corporate emissions; and
- the Annual Corporate Greenhouse Gases Emissions Report from 2022 being available on the City's website.

7. Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

Felicity Sutcliffe provided the following updates from the previous ATAC meeting:

- the BIA is looking to work with ATAC to install additional bike racks in the downtown area;
- the 2022 Active Transportation Report Card is now complete;
- mock-ups for the signage that mark the side trail that runs from T.J. Dolan to the edge of the City have been completed with improved maps and text;
- bike Month will once again be held in June;
- bike month events will kick off in Market Square the first weekend in June with local bike shops, Cycle Stratford, Stratford Police, Health Unit, etc. and volunteers to assist are being sought;
- continuing to work on ideas for updating the main kiosk sign at the entrance to the T.J. Dolan trail; and
- E&E members suggested consulting with the Stratford Field Naturalists and the Civic Beautification & Environmental Awareness Committee.

8. Business Arising from Previous Minutes

None noted.

Energy & Environment Advisory Committee
March 7, 2024 – Minutes

9. New Business

9.1 Plastics Recycling Speaker

Sharon Collingwood inquired if the E&E Committee would be interested in inviting a speaker to attend an upcoming meeting to discuss a variety of recycling issues and an introduction to plastics waste and what people can do. Members advised they would be interested in having the presenter attend to do a presentation. Staff will inquire if recording is permitted.

10. Upcoming Events

- Tree Power Event – April 13, 2024
- Earth Day – April 22, 2024
- 2024 Pride Events

11. Date of Next Meeting

The next meeting of the E&E Committee will be held on Thursday, April 4, 2024, at 4:00 p.m., City Hall – Council Chamber, 1 Wellington Street, Stratford.

12. Adjournment

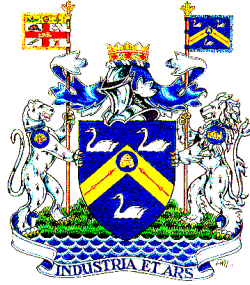
Motion by Ken Clarke

Seconded by Councillor Burbach

THAT the March 7, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:00 P.M.

Meeting End Time: 5:38 P.M.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, April 2, 2024, at 11:30 a.m., at the University of Waterloo, 125 St. Patrick Street, Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Geoff Krauter, Councillor Bonnie Henderson, Diane Sims, Jamie Pritchard, Andy Mark

Staff Present: Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Mike Mousley – Transit Manager, Casey Riehl – Recording Secretary

Also Present: Connor Luczka - Media

Regrets: Heather Contois, Vicky Trotter – Council Committee Coordinator

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:34 a.m.

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Delegation:

3.1 Mike Mousley, Transit Manager – New Magnus Card Program

Mike Mousley, Transit Manager, provided an overview of the new Magnus Card program that the City of Stratford Transit will be rolling out, April 3, 2024. The

Accessibility Advisory Committee
April 2, 2024 – Minutes

new program will assist in making the transit experience more accessible for everyone.

There is no cost to download the app and it can be used in many other cities, a list is provided in the app. Mr. Mousley demonstrated how to use the app and also noted the audio option that is available. Transit staff can use the app to receive data to further analyze services, as well as receive feedback from users.

4. Adoption of the Previous Minutes

The minutes from the March 5, 2024 meeting will be listed on the May 7, 2024, agenda for consideration.

5. Infrastructure Services Update

Nathan Bottema, Project Engineer provided the following update:

- the second half of the Albert Street reconstruction project from Waterloo Street to Front Street (Phase I) started last week;
- sidewalk projects will be beginning Spring 2024. Waiting to hear from Auto Form Contracting on an exact start date;
- Nicholson Concrete has started replacing some sidewalks throughout the City as part of the asphalt and concrete restoration contract;
- Albert Street Phase II, asphalt resurfacing, pedestrian crossovers, Moderwell Street local improvements and Perth Line 36 culvert replacement project are all in the design stage;
- tenders have closed for the watermain relining and the sewer relining projects;
- missing sidewalk links on McCarthy Road will be completed in 2024;
- a pedestrian crossover will be installed at the corner of Greenwood Drive and McCarthy Road and move the current bus stop closer to the pedestrian crossover (currently across from McCarthy Place);
- as part of Engineering's Accessibility budget, staff will be completing the three accessible on-street parking spots and lowering the curbs as requested by the AAC, as well as continue working towards the modifications to the parkland across from the bandshell on Veteran's Drive. This request is going to the Parks Board on April 8, 2024. At this point staff will know roughly what is remaining in the Engineering accessibility budget.

Accessibility Advisory Committee
April 2, 2024 – Minutes

Diane Sims inquired if the sidewalks and curb cuts at the intersection of Wellington Street and St. David Street could be assessed as they are rough and in need of repair. Mr. Bottema will do a site visit of the requested area.

6. Site Plan Review Sub-Committee Update

Oonagh Vaucrosson, Accessibility, Diversity & Inclusion Coordinator, provided an update that the Review Sub-Committee reviewed the following plans and submitted reports:

- 156 Albert Street;
- 596 Erie Street;
- a second review of 180 Wright Blvd.

7. Update from the Accessibility, Diversity & Inclusion Coordinator

Oonagh Vaucrosson provided a written report to the AAC members and highlighted the following items:

- the ONAP conference is scheduled for May 9-10, 2024 in York Region;
- additional site plan reviews are excepted;
- work has commenced on the flyer for the presentation from Julie Sawchuck on May 29, 2024 and it will be ready to distribute shortly;
- the accessible washroom at the Boathouse has been vandalized and is currently locked and closed to the public. The adult change table has had to be removed. Councillor Henderson suggested staff install security cameras outside the washrooms to deter people. Mike Mousley noted that this is an ongoing issue at the transit station washrooms and three cameras will be installed there;
- the Mobi mat information sheet has been created and it has been posted on the accessibility page and given to the Events Coordinator to share with event organizers;
- the presentation by Julie Sawchuck will be advertised on the City's website. Roger Koert stated that AAC members will attend and can set up an information table;
- a meeting is schedule with a member of the community to discuss organizing an accessibility scavenger hunt, AAC will be updated once more information has been received.

Roger Koert inquired about the Accessible Steering Committee suggesting that the AAC consider applying a fee to use the new Mobi mats for event organizers. He questioned if

Accessibility Advisory Committee
April 2, 2024 – Minutes

the event organizers should be charged a fee for using the mats because City facilities are not accessible. He suggested that perhaps a deposit would be more appropriate and if they returned the mats in good condition, they received their deposit back.

Jamie Pritchard stated that organizers should not have to incur an additional cost to make their event accessible.

8. Update from Council

Councillor Henderson provided the following updates from Council:

- Council has adopted the Respect in the Workplace Policy for all attendees at Council, Committee and Advisory Committee meetings. The policy is posted on the City's website;
- All the City's sports sites have been audited, with the exception of two. The washrooms at National Stadium are scheduled to be getting an accessibility upgrade this summer.

9. Business Arising from Previous Minutes

9.1 Launch of the FADM with Perth-Huron Builders Association

Oonagh Vaucrosson has contacted PHBA and is in the process of setting up a meeting to discuss a presentation.

9.2 Developing an AAC Rebate Program

Roger Koert prepared a draft outline of the proposed rebate program and shared it with AAC members for their feedback. He will work with the Council Committee Coordinator to try and get a program started this year.

9.3 2024 National AccessAbility Week Plans & Accessibility Award

Roger Koert provided an update on Accessibility Week noting the following:

- the AAC will support Oonagh Vaucrosson at City Hall on May 29, 2024 for Julie Sawchuck's presentation;
- Roger Koert and Diane Sims are in contact with the Stratford Festival regarding promoting accessible performances;
- the AAC would like to announce the annual accessibility award during Accessibility Week. Andy Mark will contact Heather Contois to inquire if she is available to spearhead this again this year;

- if the rebate program is completed in time, it could be launched during this week.

9.4 Update on Accessibility Audits for City of Stratford Facilities

Oonagh Vaucrosson noted she has a list of approximately 40 City facilities to be audited. She will link 4-5 facilities together to be scheduled for audits on the same day and will make arrangements with any AAC members that are available to attend. Councillor Henderson, Andy Mark and Diane Sims volunteered to assist. The goal is to have all the facilities completed by the end of 2024.

As requested at the last AAC meeting, Oonagh Vaucrosson discussed the pathway at the Packham Road Soccer Facility and the use of crushed asphalt in lieu of the original accessible design to use stone dust, with the Community Facilities Manager. The Community Facilities Manager will look into the original design plans and when the Soccer Association took over the facility. Roger Koert noted that if the original design was to make it accessible with stone dust, at some point someone made the decision to change it to crushed asphalt, which is not accessible.

9.5 Update on Stratford Police Station

Diane Sims updated members that she met with Mayor Ritsma and Chief Skinner and they reported that there are funds in the 2024 budget to do the required accessibility updates to the George Street police station. At the May meeting, the Police Chief will share preliminary plans.

The May AAC meeting will be held at the new Police Administration building. This will give members an opportunity to see the new accessible facility.

9.6 Update on Status of AAC Motions

Roger Koert reported that Vicky Trotter, Council Committee Coordinator provided a list of outstanding AAC motions with updates on their status with the agenda package. Some of the motions are complete and some are being added to the 10-year capital plan.

Mr. Koert stated he has been invited to meet with Mayor Ritsma and the new Sports Tourism rep at the end of April to discuss the SERC site, which has been added to the 10-year capital project plan and scheduled for 2025. The requested tax deferral program has also been deferred to the 2025 budget for discussion.

10. New Business

10.1 Accessible Parking Request Letter (St. Andrew Street/1 Huron Street – Courthouse) Correspondence from the Perth County Joint Accessibility Advisory Committee – Roger Koert

Roger Koert has received a letter from the Perth County Accessibility Advisory Committee regarding additional accessibility parking spots on St. Andrew Street. They are requesting support from the Stratford AAC for their request for additional spots. Stratford AAC members agreed that adding extra accessible parking spots in that area would be helpful with the Library, Courthouse and possible new theatre going into the old Archives building.

Councillor Henderson inquired if staff would investigate if parallel parking could safety be added on St. Andrew Street for Sundays only. Nathan Bottema will investigate and report back to the committee.

Motion by Andy Mark

Seconded by Diane Sims

THAT the Stratford Accessibility Advisory Committee supports the request by the Perth County Accessibility Advisory Committee to install additional Type-A and Type-B parking spaces on St. Andrew Street in front of the Perth County Courthouse. Carried

10.2 Advisory Committee Budget Memo

Vicky Trotter, Council Committee Coordinator, provided a memo with the agenda package outlining the AAC budget and timeline required to complete projects prior to year-end.

10.3 My Mainstreet Grant Funding

Jamie Pritchard reported that he met with Federal Minister Tassi, and confirmed that the My Mainstreet grant funding was available for accessibility upgrades. The BIA advertised it heavily and it is his hope that local businesses took advantage of the opportunity. Funding was available for up to \$20,000.00.

11. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, May 7, 2024, at 11:30 a.m. at the Stratford Police Administration Building, 789 Erie Street, Stratford.

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12. Adjournment

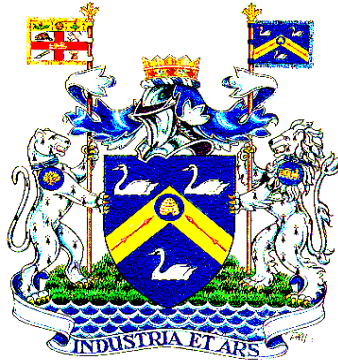
Motion by Jamie Pritchard

Seconded by Councillor Henderson

**THAT the April 2, 2024, Accessibility Advisory Committee meeting adjourn.
Carried**

Start Time: 11:34 A.M.

End Time: 12:58 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on April 4, 2024 at 4:00 p.m., City Hall – Council Chamber, 1 Wellington Street

Committee Members Present: Ian Morton – Chair Presiding, Sharon Collingwood, Craig Merkley, Ken Clarke, Anita Jacobsen, Felicity Sutcliffe, Geoff Krauter, Councillor Jo-Dee Burbach, Councillor Larry McCabe

Staff Present: Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Sadaf Ghalib – Manager of Climate Change Programs, Vanni Azzano

1. Call to Order

Ian Morton, Chair called the meeting to order at 4:07 p.m.

Reading of the Land Acknowledgment and a moment of silent reflection.

Reading of the Respectful Workplace Policy.

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes

The minutes from the March 7, 2024 meeting will be listed on the May 2, 2024, agenda for consideration.

4. Working Group Updates: Ecological, I.C.I. Waste Reduction and Carbon Reduction

Ecological:

Craig Merkley provided the following update from the Ecological Working Group:

- Phase II and III of the Invasive Species Management Plan is in the final stages and will provide the framework for the Parks Department and volunteers to work within in the future;
- a presentation of the Management Plan to Council would be beneficial. It has been suggested by members that a joint presentation between Craig Merkley and Quin Malott, Parks & Forestry Manager regarding implementation of the plan would be helpful for Councillors to know the background and the plan moving forward;
- the Parks & Forestry Manager has applied for invasive species grant funding to target knotweed in TJ Dolan and any other areas within the City that need it;
- there may be a separate call for funding to assist with treating phragmites in the future;
- the first invasive species pull was held on March 12, 2024 with volunteers tackling the fence line area on the north side of the river;
- there is a plan to tackle the invasive species growing along the shoreline of the river again this year;
- the information signs have been ordered that E&E will put up while they are working on projects around the City;
- plans are in place for the Eco Working Group to have an information table set up for Earth Day and also sharing information regarding the City's Green Recognition Program;
- they are finalizing the draft flyer with a graphic artist to distribute to properties that are adjacent to the TJ Dolan area raising awareness about the invasive species in the area;
- Trent University has contacted the Parks & Forestry Manager regarding the use of the TJ Dolan Area as a research site.

Sharon Collingwood inquired if members or staff had any background information regarding Stratford becoming a Bee City. Staff will send her any information they have on file.

*Vicky Trotter, Council Committee Coordinator, is now present at the meeting at 4:24 p.m.

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I.C.I. Waste Reduction:

Sharon Collingwood provided the following update from the I.C.I. Waste Reduction Working Group:

- the Green Events Guide has now been completed and will be forwarded to Mike Beitz, the City's Corporate Communications Specialist to post on the City's website;
- they are working on an idea to create a Green Dining Guide. A resource that local restaurants can use to help them reduce their environmental impact. Councillor McCabe suggested coordinating this project with the BIA, Stratford Tourism and possibly the County of Perth. Councillor McCabe volunteered to participate in a discussion on how he has managed to create a plan to reduce waste within his organization and how it works in reality. A discussion on how businesses can do this effectively, at a cost-savings and help the environment would be welcomed. Councillor Burbach added that the BIA's Advocacy and Education Committee is also working with the City to better manage outdoor waste and possibly a green bin/organic collection system for outdoor locations. Possibly these two events could work together. Councillor McCabe volunteered to research if Engage Stratford could be utilized regarding the Green Dining Guide for restaurants.

Carbon Reduction:

Sharon Collingwood provided the following update from the Carbon Reduction Working Group:

- they are continuing to work with the City's Corporate Communications Lead on updating the environment page on the website;
- the working group is participating in roundtable talks to learn more about heat pumps, how they are installed, hear from people who have heat pumps, etc. They will also discuss how heat pumps provide cooling in the summer.

5. Update from the Climate Change Program Manager

No new updates were provided from the Climate Change Program Manager.

Felicity Sutcliffe noted (17) submissions have been received for the Green Recognition Program this year. Some were submitted in multiple categories, therefore there were (13) people/locations total. Some of the locations have been visited by the review committee, there are five left to visit. If any E&E members would like to join in on the visit, please let Ms. Sutcliffe know. She will try and arrange visits to multiple sites together. Vicky Trotter, Council Committee Coordinator volunteered to assist with a poster if required.

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Ms. Sutcliffe is working with Sheila Clarke to plan the upcoming “Climate Conversations.” The Climate Change Program Manager will present the details of the Community Climate Action Plan for the first event. The remaining events will be varying topics.

Sharon Collingwood suggested that recipients of the Green Recognition Awards could possibly do videos or interviews once a month sharing their solutions and plans for attaining green initiatives. Local solutions on sharing how, why, where people can find information, cost savings, things they would do differently, etc.

6. Active Transportation Advisory Committee (ATAC) Update

Ian Morton provided the following updates from the previous ATAC meeting:

- June is Bike Month and the event application has been approved for Marketplace on June 2, 2024 for ATAC’s annual bike event from 10-12 p.m. The Pride march and Pride in the Park are also on June 2nd, however both events take place in the afternoon with the march starting at 1:00 p.m.;
- they are working on updating the Report Card so it meets accessibility standards;
- the sign for the Bridge to Nowhere in Confederation Park is with the designer and they are awaiting a proof;
- ATAC is working with the BIA on new bike racks in the downtown area. They are waiting for the last quote and will decide on various options;
- ATAC members will be attending the upcoming Bike Summit;
- Missing sidewalk links on Forman Avenue (Hibernia Street to Huron Street) and St. Vincent Street (at Stratford General Hospital) will be completed this year;

Ian Morton reported that Felicity Sutcliffe has stepped down as the E&E representative on ATAC. Vicky Trotter will provide further details on filling the position in the future.

7. Business Arising from Previous Minutes

None noted.

8. New Business

8.1 Advisory Committee Budget Memo

Vicky Trotter explained that each Advisory Committee is being asked to plan and manage their projects and budgets earlier this year. Projects should be set

and funds allocated by the end of June, as most committees do not meet in July and August. This allows projects to be completed and invoices paid prior to year-end.

8.2 Updated Sign at TJ Dolan Trail Entrance

Felicity Sutcliffe noted that she has received the information from Vanni Azzano regarding the TJ Dolan entrance sign (kiosk at the entrance). Ms. Sutcliffe, Ken Clarke, members of the Avon Trail and CBEAC will assist with updating the map and new information for the sign.

8.3 Future Parking Plans for the Dairy XPO

Anita Jacobsen referenced the recent newspaper articles regarding future parking for the Canadian Dairy XPO. The Dairy XPO is an amazingly successful event for Stratford however, she is concerned about the suggestions to increase parking for this annual 2-day event. She noted there may be a better option to increase parking at the Rotary Complex and still be environmentally sensitive and climate focused. Ms. Jacobson stated there may be other ways to address community safety and the need for parking for such a successful event to keep thriving.

Ken Clarke noted that there are some alternate proposals that are acceptable and do not involve removing the berm located on the east side of the parking lot. Contrary to the survey carried out by the organizers, in his opinion, people are open to taking a shuttle from off-site locations to the event. Craig Merkley added that at other large Agriculture Shows, attendees are used to being shuttled.

Councillor Burbach reported that the Dairy XPO organizers came to Council and presented on the proposed parking updates. Council has already made a decision for 2024 and 2025, therefore any possible parking changes requested would not be implemented until 2026. Councillor Burbach noted the information reported in the newspaper was solutions and requests from the event organizers, not a decision that Council has made regarding parking at the Rotary Complex. She stated a redesign of the Rotary Complex parking lot is in the 10-year capital budget plan and the intention for the city-owned property behind the Rotary is to be converted into parking in the future. Councillor Burbach noted E&E could provide their input regarding the existing parking lot redesign and the potential new lot. She noted that there is some EV parking scheduled to be installed in the existing lot.

Councillor McCabe stated that parking is a problem for certain large events when organizers want to hold them at the Rotary Complex. He noted an adequate parking solution would allow the Rotary Complex to be rented out

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more often for larger events, in turn generating funds for Community Services to offset their budget.

9. Upcoming Events

- Tree Power Event – April 13, 2024
- Earth Day Event (E&E Booth) – April 20, 2024
- Earth Day Tree Planting – April 22, 2024
- ATAC Bike Event – June 2, 2024 (10-12 p.m.)
- Pride March & Pride in the Park – June 2, 2024

10. Date of Next Meeting

The next meeting of the Energy & Environment Committee will be held on Thursday, May 2, 2024, at 4:00 p.m., City Hall Auditorium, 1 Wellington Street, Stratford.

11. Adjournment

Motion by Ken Clarke

Seconded by Geoff Krauter

THAT the April 4, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:07 P.M.

Meeting End Time: 5:33 P.M.