



The Corporation of the City of Stratford
Infrastructure, Transportation and Safety Sub-committee
Open Session
AGENDA

Date: Wednesday, September 25, 2024

Time: 4:30 P.M.

Location: Council Chamber, City Hall

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

Staff Present: Taylor Crinklaw - Director of Infrastructure Services, Neil Anderson - Director of Emergency Services/Fire Chief, Audrey Pascual - Deputy Clerk, Victoria Trotter - Council Committee Coordinator, Miranda Franken - Council Clerk Secretary

To watch the Sub-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.

Land Acknowledgment

Moment of Silent Reflection

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

3. Delegations

3.1 Request for Delegation by Steven Elliot

Steven Elliot has requested to speak to Sub-committee and will be asking that consideration be given to the prohibition of left turns from southbound Veterans Way to eastbound Ontario Street in the study to redesign the intersection of Erie Street, Ontario Street, and Veterans Way.

Motion by

THAT Steven Elliot be heard.

4. Report of the Council Committee Coordinator

4.1 Avon Trail Blazing Request (ITS24-018)

4 - 8

Motion by

Staff Recommendation: THAT the request from the Avon Trail to blaze the Stratford Side Trail from the Devon Street playground through the City to the TJ Dolan natural area be considered.

5. Department Update

The Director/Manager to provide an update on department activities and ongoing projects. A copy of the update will be posted to the City's website on the "Engineering Division" page.

6. Advisory Committee/Outside Board Minutes

9 - 16

The following Advisory minutes have been provided for the information of Sub-committee:

- Energy and Environment Advisory Committee Minutes of June 6, 2024

7. Next Sub-committee Meeting

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

8. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by

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

Sub-committee meeting adjourn.



MANAGEMENT REPORT

Date: September 25, 2024
To: Infrastructure, Transportation and Safety Sub-committee
From: Vicky Trotter, Council Committee Coordinator
Report Number: ITS24-018
Attachments: Avon Trail Blazing Plan

Title: Avon Trail Blazing Request

Objective: To consider a request from the Avon Trail Club to blaze the Stratford Side Trail from the Devon Street playground through the City to the TJ Dolan.

Background: The Stratford Side Trail runs from the Devon Street playground through the City to the TJ Dolan natural area. Currently, the trail is not properly blazed throughout the City.

The Active Transportation Advisory Committee (ATAC) has designed an informational trail sign to be placed in Confederation Park to assist trail users with navigating the trail, including how to read trail blazes. This project was included in the 2024 approved budget. The sign is only effective if the trail blazing is completed.

In 2021 blue side trail blazing was completed on City installed posts in TJ Dolan with the assistance of Community Services staff.

At the November 22, 2023, Active Transportation Advisory Committee the following motion was passed:

THAT the Active Transportation Advisory Committee recommends to Stratford City Council that they permit and support the blazing of the Avon Trail through the City of Stratford.

Analysis: If approved, all blazing will be completed by trained and experienced Avon Trail volunteer members with a template and high-quality paint and will be kept to the minimum number required for walkers to easily follow the trail. All blazes will be painted blue and will be 5.08cm x 15.24cm (2 inch x 6 inch), which is the standard size on trails throughout Ontario.

The following locations have been requested for installation of a trail blaze:

- Devon Street playground along existing riverside trail for 600 m to where the trail joins Devon Street on approximately 12 trees;
- Devon Street to Romeo Street and crossing into Upper Queens Park on approximately 8 posts and 2 trees;
- Upper Queens Park to Lakeside Drive to the William Hutt Bridge on approximately 6 posts;
- William Hutt Bridge to John Street on approximately 7 posts and 1 tree.

Prior to installation all locations will be reviewed and approved by City staff.

Financial Implications:

Not applicable:

There are no financial implications to be reported because of this report. The blazing including any required materials is to be funded by the Avon Trail group.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as it will improve active transportation in the community.

Alignment with One Planet Principles:

Health and Happiness

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

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: THAT the request from the Avon Trail to blaze the Stratford Side Trail from the Devon Street playground through the City to the TJ Dolan natural area be considered.

Prepared by: Vicky Trotter, Council Committee Coordinator
Tatiana Dafoe, City Clerk

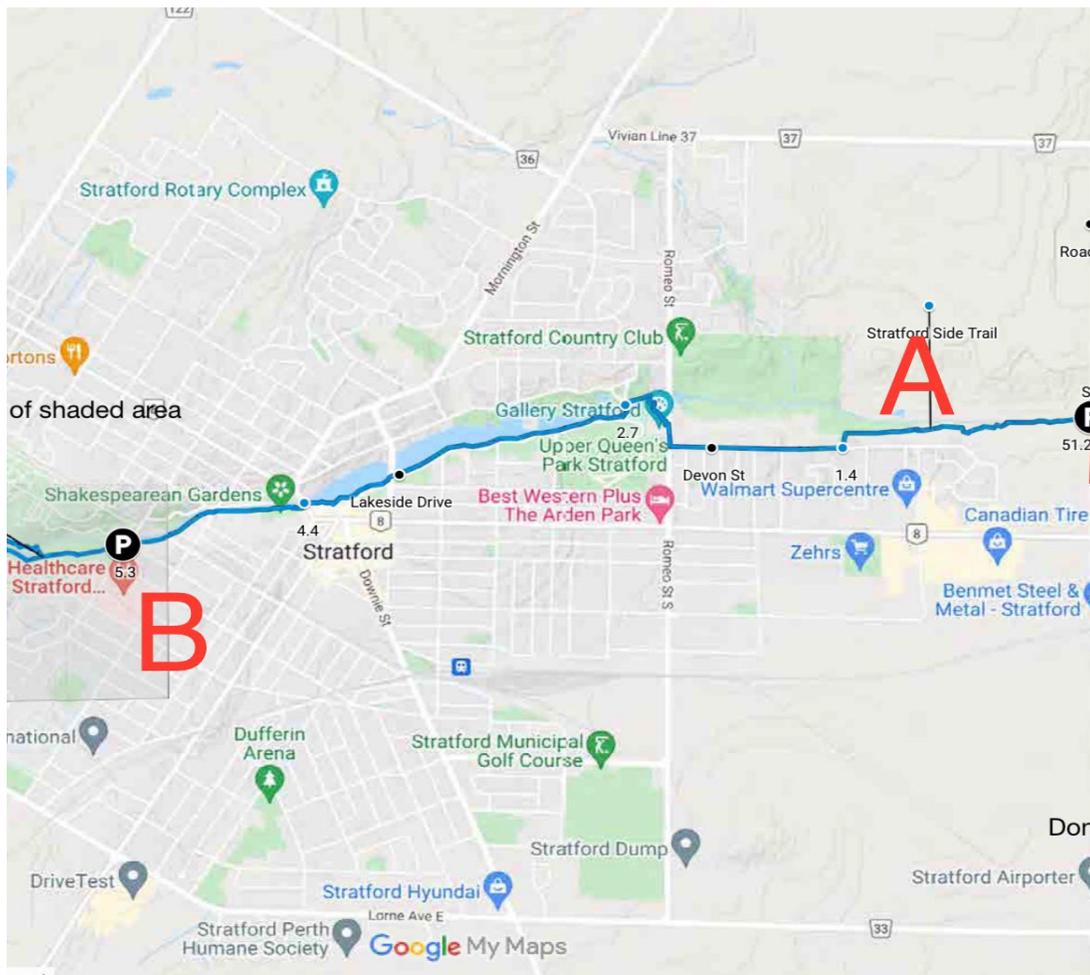
Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services
Joan Thomson, Chief Administrative Officer

June 3, 2024
City of Stratford

AVON TRAIL BLAZING PLAN

The Avon Trail Stratford Side Trail runs from the Devon Street playground by the Avon River north of Devon Street, through Stratford and into TJ Dolan Natural Area. With the addition of the new sign in Upper Queen's Park devised by ATAC and the sign's description of Avon Trail directional blazing, actual blazing is required.

In TJ Dolan, blue side trail blazing was supervised by Quin Mallott in 2021. This was on city installed posts. There are no blazes of any kind between the Devon Street playground and TJ Dolan at this time. The following map shows the route of the side trail in blue. Blazes are needed between "A" and "B."



All blazing will be done by trained and experienced Avon Trail volunteer members with a template and high-quality paint. Blazes will be kept to the minimum number required for walkers to follow the trail. Blazes will be on both sides of the post or tree selected to provide guidance to walkers going in **either direction**. Numbers in the description below are estimates reached by the blazing team.

All blazes will be painted blue and be 5.08 cm x 15.24 cm (2 inch x 6 inch) This is a standard size blaze on trails throughout Ontario and the USA.

Mockup of blue Stratford Side Trail blaze on concrete post. Approximately 1.6 metres (5.5 feet) off the ground.



BLAZING LOCATIONS THROUGH THE CITY:

Off-road north of Devon Street

Blazes to commence at Devon Playground (43°22'33"N 80°56'38"W) by the Avon River and lead westwards along the existing riverside trail for about 600 metres. The Avon Trail joins Devon Street on the grassy gap between 274 and 288 Devon Street.

Blazes to be on approximately 12 trees.

Blazing along sidewalks between 274 Devon Street and the train trestle bridge (south)

Blazes to commence on existing city concrete light standards leading westwards from 274 Devon Street. Blazes to continue south on Romeo Street and cross Romeo at the crosswalk and enter Upper Queens Park. On Devon Street 6 posts will be used; on Romeo 2 posts. Between Romeo and the train trestle bridge 2 trees will be used.

Blazing from north side of train trestle bridge and William Hutt Bridge

Blazes to commence on 1 tree on grass leading westwards to Lakeside Drive North and on existing concrete posts on Lakeside Bridge and westwards along Lakeside Drive. Blazes to use 6 posts.

Blazing from William Hutt Bridge to John Street and the TJ Dolan entrance

Blazes to continue on Lakeside Drive and leave it to follow the lake shore. Continuing west and after the tourist office, blazing will lead under the Huron Street Bridge and through the Shakespearean Gardens and follow the river to the TJ Dolan entrance on John Street.

Blazes to use 7 concrete posts and possibly one tree.

Contact:

The Avon Trail
Box 25061
Stratford, ON
N5A 5T0

Bruce Graham, President
519-801-8230



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on June 6, 2024 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

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

Staff Present: Vicky Trotter – Council Committee Coordinator, Sadaf Ghalib – Manager of Climate Change Programs, Audrey Pascual – Deputy Clerk, Casey Riehl – Recording Secretary

Also Present: Sheila Clarke, Zach Kritzer

Regrets: Sharon Collingwood

1. Call to Order

Councillor McCabe, Chair called the meeting to order at 4:00 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. Update from Council Committee Coordinator – Vicky Trotter

Vicky Trotter, Council Committee Coordinator addressed the Committee and thanked members for all the work they do with the Energy & Environment Advisory Committee. Members continue to do great work and make a difference in the community and the City is appreciative for all they do.

Ms. Trotter informed members that moving forward, in her new role as the Council Committee Coordinator, twice per year she will be drafting a report to Council updating them on what all the Advisory Committees are working on. The City will also be doing spotlights on Advisory Committee's, which will be posted on social media and will be an opportunity to highlight what the Energy & Environment Advisory Committee is working on so the community knows all the great projects they are doing.

4. Delegation – Sheila Clarke, Climate Momentum

Sheila Clarke from Climate Momentum addressed the Committee to give an overview of the updated plans for the Community Climate Conversation events. The idea is to hold a series of meetings designed to provide background climate knowledge that will, in part, inform the City's Community Climate Action Plan. To engage the wider community in discussions regarding climate change and the provide and opportunity for development of care and community within concerns around climate change.

It is the hope that these events will be a partnership activity with the Energy & Environment Advisory Committee and the Climate Conversations Steering Committee. E&E member Felicity Sutcliffe is currently on the Steering Committee for organizing the events. There are other members representing the Library, Master Gardeners, SDSS Eco Club, Climate Momentum, Rotary and CBEAC.

Sadaf Ghalib, Climate Change Programs Manager for the City of Stratford will lead the first conversation, explaining where Stratford is now in terms of addressing Climate Change and what has been done so far. After this first initial conversation, they plan to expand on major categories that will provide climate change background. This first event is being proposed for September 2024 in the City Hall Auditorium with monthly meetings to follow. Refreshments will also be provided for those attending.

The Steering Committee is looking for assistance with social media publicity, technical support, refreshment budget and venues. They will require some minimal support with speakers and in-house gratuities. They are working on external support as much as possible. Current coverage extends to design of flyers and social media messages and printing costs.

Potential Topics:

- An overview of the City's current and future planned climate initiatives including the Community Climate Action Plan;
- Transportation – mainstream and active motion;
- Buildings and Lane use – retrofit and adaptation measures;

Energy & Environment Advisory Committee
June 6, 2024

- Alternative energy options;
- Waste not, want not;
- Natural assets;
- Tourism – walking the talk of a green city;
- Industry and circular economy.

Geoff Krauter inquired if the plan for the conversations is to have items included in the CCAP. Sheila Clarke clarified that they would pass on any relevant information, however they would not have the right to mandate anything being included. Mr. Krauter also inquired if there were any plans to include a more diverse group on the Steering Committee, as everyone experiences climate change differently? Ms. Clarke stated that this has been discussed and she would like to work towards that valuable input and is exploring options.

Councillor McCabe requested if Vicky Trotter could clarify the interactions between the Steering Committee and E&E and how they could take place. Ms. Trotter explained that if they are entering into a partnership for the events, she would send a management report to Council including the assistance that has been requested, such as room rentals. Once Council approves the partnership and approving the additional financial obligations, then plans can move forward in organizing the events. If the partnership is approved, then room bookings and any staff involvement would be considered as in-kind.

If the partnership is approved, there will need to be discussion on how the partnership will proceed with the Steering Committee and the E&E Advisory Committee. Is it just funds and venues or how will E&E members participate in the partnership. Sheila Clarke noted that regular updates will be provided to E&E as well as ongoing discussions. Felicity Sutcliffe volunteered to provide the updates to E&E.

5. **Adoption of Previous Minutes – May 2, 2024**

Motion by Anita Jacobsen

Seconded by Vanni Azzano

THAT the minutes from the Energy & Environment Advisory Committee meeting dated May 2, 2024 be adopted as amended to include that it was an administrative decision that in the interim of the Chair of E&E being on leave for an unknown amount of time, Councillor McCabe will take over chairing the meetings. Carried

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

Ecological:

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

- they have held three community weed pulls – May 10th on the north shore of Lake Victoria, May 24th in the Old Grove and June 4th also in the Old Grove with over forty volunteers coming out to help. Thank you to all the organizers. The weed pulls make a big difference and they plan to hold more in the future. The pulls were advertised on the radio and on Facebook;
- 200 more blue stems and native grass plugs have now been planted along the TJ Dolan boulevard. Felicity Sutcliffe has been doing additional plantings such as milkweed in areas that are touch and go as far as survival of the grasses. Whenever they are working down in this area, they always get great feedback from people walking by;
- they intend to plant a few more blue stems down on the crib wall by the Tom Patterson Theatre;

I.C.I. Waste Reduction:

No new updates at this time.

Carbon Reduction:

No new updates at this time.

7. Climate Change Program Manager Update

Sadaf Ghalib, Climate Change Program Manager provided the following updates:

- Work on the Community Climate Action Plan (CCAP) is progressing as planned and they recently concluded a series of workshops with key stakeholders as well as implementation partners, such as Festival Hydro, City staff, community organizations and business and industry representatives. These were information sessions as well as a way to gain public feedback on the plan and development to date. They received a number of comments, which is very helpful. The next steps will be to bring the CCAP to Council in August or September and in order to align with the Minister of Energy's grant funding reporting timelines;
- The Engage Stratford webpage has recently been updated with all the CCAP supporting documents and more information will be added as it becomes available;

Energy & Environment Advisory Committee
June 6, 2024

- As a municipality, Stratford is required to abide by Ontario Regulation 25/23 for annual energy consumption and greenhouse gas emission reporting. The City of Stratford is required to prepare and submit annual energy consumption reports to the province and create an energy and efficiency plan that needs to be updated every five years. Stratford has done this process since 2014. They are currently reporting energy usage and emissions for 2022 and 2023. The last day of submission is July 1, 2024. This plan is available to view on the City's website;
- The Corporate Energy Emissions Plan was endorsed last year by Council. Staff is now working on recommendations and implementing the plan in City facilities. Building audits are being conducting on City facilities. Some facilities have larger footprints, such as the Rotary Complex, Agriplex, City Hall, City Hall Annex and arenas. These will require deep retrofits to make them energy efficient. For other smaller buildings, staff is undertaking retrofits and building audits to bring the buildings into accordance with the guidelines;
- They are working on replacing end of life corporate fleets with energy efficient hybrid options, as well as electric options as they become available and feasible. They recently received their first electric van and for future replacements, they will consider hybrid and electric options wherever costs allow;
- The EV charging station project that is underway is made possible with funding and has been progressing as planned. There have been two Level 2 charging stations with four ports installed in the Albert Street parking lot. There have been three Level 2 charging stations with six ports installed in the Erie Street Kalbfleisch parking lot. Other installs are planned for the Lower/Upper Erie Street parking lot and York parking lot are anticipated to be completed by the end of this year and operational by 2025;
- Public Works has purchased new equipment that includes many battery-powered and electric ones.

8. Active Transportation Advisory Committee (ATAC) Update

Vicky Trotter provided the following updates from the previous ATAC meeting:

- ATAC did not meet the previous month;
- the bike event planned for June 2nd was delayed due to the weather. It will be rescheduled for either Sunday June 16th or 23rd.

9. Business Arising from Previous Minutes

9.1 Update on New TJ Dolan Sign (Kiosk at Entrance)

Felicity Sutcliffe reported that all parties involved have signed off on the text to be included on the sign. They are currently working on the map to be included on the sign. Ms. Sutcliffe will secure quotes on the cost of the sign to see if it is feasible with the budget.

9.2 Turtle Crossing Signs

Vicky Trotter reported that she has received a quote for the two turtle crossing signs, including two posts, which they have determined they may only require one post.

Motion by Councillor Burbach

Seconded by Craig Merkley

That the Energy & Environment Advisory Committee spends up to a maximum of \$145.14 to purchase two turtle crossing signs for John Street at TJ Dolan. Carried

Craig Merkley added that they received a call that there were turtle eggs near McCarthy Road and UTRCA went and retrieved the eggs and have them currently in an incubator.

10. New Business

10.1 Invasive Species Management – Boot Cleaning Stations at the Entrance to T.J. Dolan

Sadaf Ghalib has recently received a request from a citizen to install a boot cleaning station at the entrance to TJ Dolan. Their concern is that TJ Dolan is infested with invasive species and whoever visits TJ Dolan spreads them on their boots to their properties, gardens, and other areas of the City.

Anita Jacobsen noted that this was one of the recommendations in the Invasive Species Management Plan recently completed for Stratford. The recommendation in the plan is to install boot cleaning stations at all trail heads to TJ Dolan. Members discussed that ideally there would be boot cleaning stations located at all four of the entrances/exits of TJ Dolan, including double-sided signage that explains how to use and why you should use the boot cleaners.

Energy & Environment Advisory Committee
June 6, 2024

Vicky Trotter will follow-up with the Cemetery Manager, Parks & Forestry Manager to discuss a source for the boot cleaners.

10.2 2024 E&E Budget Review & Update

Vicky Trotter reviewed the remaining budget amounts in the E&E 2024 budget to date:

- Native grass plantings - \$650.00
- Community projects and initiatives (TJ Dolan Boardwalks) - \$5,000.00
- Shoreline & naturalization projects - \$1,600.00

E&E members discussed the following additional projects:

- TJ Dolan entrance sign
- Boot cleaning stations
- Community Climate Conversations

Vicky Trotter will reach out to the previous sign supplier to provide a quote for the TJ Dolan entrance sign for the next meeting. Felicity Sutcliffe will inquire about community partners to assist with funding and report at the next E&E meeting. Ken Clarke noted that the Stratford Field Naturalists could possibly apply for funding to help assist with the cost of the new sign.

Councillor Burbach inquired if the boot cleaning stations could be included in the shoreline and naturalization budget line as it is part of the Invasive Species Management Plan and located along the bank of the river.

Vanni Azzano and Craig Merkley will provide a quote from Stratford District Secondary School and specifications on the TJ Dolan board walks at the next meeting. The plan would be to build the boardwalks this fall.

Motion by Felicity Sutcliffe

Seconded by Councillor Burbach

THAT the Energy & Environment Advisory Committee partner with the Climate Conversation Steering Committee to hold a series of "Community Climate Conversations" including in-kind support for venues and staff assistance based on availability;

AND THAT any additional financial support will be pending a final budget decision determined at the next E&E meeting. Carried

Energy & Environment Advisory Committee
June 6, 2024

11. Upcoming Events

None noted.

12. Date of Next Meeting

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, July 18, 2024, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

13. Adjournment

Motion by Ken Clarke

Seconded by Vanni Azzano

THAT the June 6, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:00 P.M.

Meeting End Time: 5:10 P.M.