



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

Date: Wednesday, January 29, 2025
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, Tatiana Dafoe - City Clerk, Nathan Bottema - Project Engineer, Nick Sheldon - Project Manager, Chris Van Bargaen - Deputy Fire Chief, 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 Conduct 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 the Army Navy Air Force Unit 261

Linda Scammel and Jodi Nakluski, representing the Army Navy Air Force Unit 261, will be speaking to Sub-committee to request the installation of a Memorial Veterans Crosswalk be permitted at a crosswalk leading to the Stratford Cenotaph.

Motion by

THAT Linda Scammel and Jodi Nakluski, representing the Army Navy Air Force Unit 261, be heard.

4. Report of the Director of Infrastructure and Development Services

4.1 Update on Recycling Services and Options for Non-Eligible Sources (NES) Starting January 2026 (ITS25-002)

5 - 8

Motion by

Staff Recommendation: THAT Council approve the Change in Scope to Contract T2019-18 Waste Collections Contract with Canada Waste Management to provide Recycling Services to Non-eligible Sources (NES) for the period from January 1, 2026, to October 31, 2026, for a cost of up to \$355,000, including HST.

5. Report of the Project Engineer

5.1 Automated Speed Enforcement (ASE) Pilot Project (ITS25-003)

9 - 13

Motion by

Staff Recommendation: THAT the Report titled, "Automated Speed Enforcement (ASE) Pilot Project" (ITS25-003) , be received;

THAT Council authorize Staff to negotiate and finalize the terms and enter into an agreement with Global Traffic Group as the ASE service provider and the corresponding partnering processing centre municipality for a 24-month pilot program;

THAT Council authorize the Chief Administrative Officer to execute the finalized agreement with Global Traffic Group as the ASE service provider

and the corresponding partnering processing centre municipality for a 24-month pilot program;

THAT outcomes from the pilot will be reported to Council;

AND THAT any subsequent agreement will be subject to Council approval and executed by the Mayor and Clerk.

6. Report of the Project Manager

6.1 Albert Street Reconstruction Phase 2 – Open House and Recommendations (ITS25-001)

14 - 17

Motion by

Staff Recommendation: THAT Council receive the report titled, "Albert Street Reconstruction Phase 2 – Open House and Recommendations" (ITS25-001);

THAT Council approve the design as presented at the Public Open House on Engage Stratford;

AND THAT Council authorize staff to proceed with construction tendering.

7. Department Update

18 - 22

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.

8. Advisory Committee/Outside Board Minutes

23 - 75

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

- Accessibility Advisory Committee Minutes of October 1, 2024
- Energy and Environment Advisory Committee Minutes of October 3, 2024
- Active Transportation Advisory Committee of October 23, 2024
- Accessibility Advisory Committee Minutes of November 5, 2024
- Energy and Environment Advisory Committee Minutes of November 7, 2024
- Active Transportation Advisory Committee Minutes of November 27, 2024

- Accessibility Advisory Committee Minutes of December 3, 2024
- Energy and Environment Advisory Committee Minutes of December 5, 2024

9. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is February 26, 2025, at 4:30 p.m. in the Council Chamber, City Hall.

10. 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: January 29, 2025
To: Infrastructure, Safety and Transportation Sub-committee
From: Emily Skelding, Supervisor of Waste Management
Report Number: ITS25-002
Attachments: None

Title: Update on Recycling Services and Options for Non-Eligible Sources (NES) Starting January 2026

Objective: To seek Council direction on servicing blue box materials for non-eligible sources for the period of January 2026 to November 2026.

Background: In early 2019, Ontario's Minister of the Environment, Conservation and Parks (MECP) announced a transition of the blue box program to full producer responsibility by 2026. Since May 1, 2024, the City has partnered with Circular Materials Ontario (CMO), a producer-led non-profit organization, to see the City through the transition phase ending December 31, 2025. During the transition phase, CMO has enabled the City to maintain its current contractor Canada Waste Management (CWM) and corresponding status quo services, while also covering the City's costs for providing legislated residential recycling services.

Starting January 1, 2026, the City of Stratford is no longer responsible for delivering the residential blue box program and the responsibility will entirely shift to producers in Ontario. This represents a significant financial benefit to the municipality and taxpayers, as it will no longer be responsible for the cost of residential recycling. Under the new regulations, the City can no longer determine its own level of recycling service. Without the initiation of new programs, this will result in reduced service in some areas.

The most significant impact will be on who does and does not qualify to receive service from CMO under the new regulations. Producers in Ontario through CMO will be providing recycling services to residents and other eligible sources such as elementary schools, public nursing homes, and multi-residential buildings. Non-eligible Sources (NES) are commercial, industrial or community properties that are not eligible for blue box services under the producer responsibility legislation. NES include small businesses, churches, private nursing homes, municipal buildings, and post-secondary institutions.

Council must determine whether the City will continue to provide blue box services for NES and, if so, establish the framework for these services moving forward. This report addresses these considerations with the additional intent of securing a contractor to bridge service delivery until November 2026.

Analysis: Providing recycling services for NES such as small businesses, would optimize recycling and diversion targets, which reduces landfill waste, conserves resources, and supports an overall healthier environment. Prior to this transition, the net costs for recycling services, including the NES, was over \$600,000 per year. If the City were to support recycling services for NES directly, it would be much lower than historical cost.

Currently, there are two main options for Council consideration: Continue supporting collection for NES or do not offer support for collection services to NES.

Option 1: Supporting Recycling Collection Services to NES

To continue supporting recycling services for NES, Staff recommend maintaining the current approach until the waste collection contract expires in November 2026. Leading up to this report, Staff have had discussions with the current contractor to obtain proposed service costs for this extension.

The estimated cost is \$355,000 for servicing NES for the 10-month period in 2026. This includes contractual adjustments resulting from the reduction in scope of the contract, monthly collection fees and recovery of a small amount of revenue from sale of recycling commodities.

When the broader Waste Collection contract is issued for 2026–2033, the RFP can include an option to price collection from these NES. The actual activity and cost data can be analyzed to determine if providing Blue Box services for NES is the desired service level during the next contract period. Staff expect net cost for the program to be in the range of \$200,000 annually.

If Council would like to consider full or partial cost-recovery from these NES, or a move to a depot style system located at the landfill, these discussions should occur before the reissuance of the Waste Collection RFP that will be early-mid 2026.

Option 2: Stop Supporting Collection Services to NES

In this case, the NES (small businesses, churches, private nursing homes, municipal buildings, and post-secondary institutions) would be responsible for the collection and processing of their own blue box materials.

A penalty would apply to break the 2019-2026 waste collection contract with the current collection contractor estimated at \$182,800. In this scenario, there is no other option than to break the contract due to the legislated changes.

Estimated Net Costs for Non-Eligible Blue Box Services For the Period of January-November 2026:

Option 1 - Continued Service for 10-Months ¹	\$314,000
Option 2 - No Service	\$182,800

1. Revenue recoveries not included, would be in the range of \$6,000 to \$25,000.

Staff Recommendation

Staff recommend that Council adopt Option 1: Continued Service, as it supports local small businesses with current service levels. The extension of the service/change in scope of the current contract allows the City to bridge services between the start of producer responsibility program to the start of the City's new waste collection contract beginning November 2026. Option 1 aligns with One Planet principals regarding zero waste, as it supports the diversion of materials from the landfill which extends the useful life of the landfill and defers post-closure requirements.

Financial impact to current year operating budget:

Proceeding as recommended does not impact the 2025 budget. The 2025 budget includes \$780,000 in revenue from CMO to fully offset the costs of Blue Box-related collections, recycling operations at the City depot, and promotion and educational materials.

Financial impact on future year operating budget:

There will be an increase in the 2026 operating budget for either option, as neither the termination penalty, nor the continued service costs for NES in 2026 and beyond are included in the multi-year budgets.

Alignment with Strategic Priorities

Enhance our Infrastructure

This report aligns with this priority as it may contribute to increased diversion, that subsequently prolongs the useful life of the City's landfill.

Alignment with One Planet Principles:

Zero Waste

Reducing consumption, reusing, and recycling to achieve zero waste and zero pollution.

Staff Recommendation: THAT Council approve the Change in Scope to Contract T2019-18 Waste Collections Contract with Canada Waste Management to provide Recycling Services to Non-eligible Sources (NES) for the period from January 1, 2026, to October 31, 2026, for a cost of up to \$355,000, including HST.

Prepared by:

Emily Skelding, Supervisor of Waste Management

Recommended by:

Taylor Crinklaw, Director of Infrastructure Services

Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: January 29, 2025
To: Infrastructure, Transportation and Safety Sub-committee
From: Nathan Bottema, Project Engineer
Report Number: ITS25-003
Attachments: None

Title: Automated Speed Enforcement (ASE) Pilot Project

Objective: To present information on Automated Speed Enforcement (ASE) and seek authorization to negotiate terms and enter into an agreement with Global Traffic Group as the ASE service provider and corresponding municipal processing centre partner for a 24-month pilot program.

Background: A key objective of the 2023 Transportation Master Plan (TMP) is to improve safety for all road users, particularly for vulnerable road users. Speeding is a constant theme in discussions about road safety, especially in urban areas, near schools, parks, and pedestrian crossings. While the TMP outlines various strategies to reduce traffic speeds and improve road safety, these measures are most effective when accompanied by consistent and visible enforcement.

Automated speed enforcement has emerged as a valuable tool in managing traffic safety. With technology, automated systems help ensure consistent, objective, and efficient enforcement of speed limits, deterring speeding behaviors and reducing the burden on law enforcement.

What is Automated Speed Enforcement?

Automated speed enforcement programs use automated cameras and other technologies to detect speeding vehicles and automatically issue tickets to the registered owners of those vehicles. ASE is designed to work in tandem with other speed control and safety strategies, including engineering measures (physical changes), education initiatives, municipal and police enforcement. The objective when adopting an ASE Program is to reduce the number of traffic accidents resulting from speeding, assist in creating a culture of safer driving by increasing compliance with speed limits, and encourage long-term behavioral changes in drivers.

In May 2017, the Province of Ontario passed Bill 65, the Safer School Zones Act. This bill included provisions to facilitate the municipal adoption of ASE technology on roads with a speed limit under 80 km/h in school and community safety zones.

Under the Highway Traffic Act in Ontario, school and community safety zones are defined as a designated area where additional traffic safety measures are applied to protect vulnerable road users, such as pedestrians, cyclists, and children. Community safety zones occur on sections of roadway where public safety is of special concern. These zones are typically located in areas with high foot traffic, such as near schools, parks, hospitals, or residential neighbourhoods. School zones occur within 150 meters of the entrance to or exit from a school. The City currently does not have any by-law designated school or community safety zones and the Traffic By-law would need to be updated to implement an ASE program.

How does ASE Work?

The ASE system takes pictures of vehicles exceeding a set speed beyond the designated speed limit. The speed threshold that triggers a fine that would be established by the Municipality. After the ASE system captures an image of the vehicle exceeding the speed limit, the image is temporarily stored and sent to a processing centre. The image is reviewed by a Provincial Offense Officer before a ticket is mailed to the registered plate owners.

The processing centre manages the data collected by the ASE camera system, and processes violations captured. Joint processing centres exist that allow for the processing for more than one municipality. The municipality that hosts a joint processing centre requires agreements with the Ministry of Transportation (MTO), Ministry of Attorney General (MAG), and confirmation from the Information and Privacy Commissioner of Ontario (IPC) that a City's program complies with the province's requirements to protect personal information. Several Ontario municipalities have established processing centres and are equipped to support other municipalities through municipal agreements. Partnering with a municipality that already operates a processing centre is an efficient way to launch an ASE program while minimizing resource demands.

Analysis: Operating costs for such programs within smaller municipalities remain high despite revenue offset opportunities. Staff have been exploring several options and technologies and have received a proposal from one industry-leading service provider for a full turn-key solution with no up-front financial commitment from the City. Other providers' programs include options that range from 'buy-ins' to monthly rental fees and staff time for program creation. The pilot program being proposed in this report is turn-key in the context that there is no financial investment required, and nominal staff involvement.

In discussion with other municipalities, Global Traffic Group was recommended to jumpstart a program for the City of Stratford. This service provider is a Canadian-owned

and operated company that has operated for over two decades and has provided similar services to twenty-six municipalities across Canada.

The proposal provides a full turn-key solution for managing an ASE program, covering the supply of all necessary equipment, system maintenance, and administrative tasks for a 24-month pilot project (excluding setup time to get the program operational). The pilot program would run in 2025 and extend into 2027.

The process would include an initial evaluation in conjunction with Stratford Police Services (SPS) and City staff to determine which zones ASE can effect change. The service provider and City staff would decide on the number of zones, number of cameras, operating hours and commencement date. The service provider would follow staff directions and comply with provincial legislation, regulations and guidelines.

ASE location sites are data-driven and supported by proprietary software, which tracks traffic counts, vehicle speeds, and analytics. The system's data generates Risk Analysis Reports in easy-to-read formats that can be customized for internal and public display. The reports showcase the number of vehicles driving at speeds that have resulted in a traffic violation ticket.

The service provider is proposing deployment of an ultra-portable automated speed camera system that is remote, battery-operated, about one cubic foot in size weighing 15 lbs., and that can be operated from various types of roadside boxes or temporarily mounted on an existing post or pole. The system is capable of tracking multiple vehicles and multiple lanes. The collected data is stored securely on servers based in Canada.

During the two-year pilot project, all upfront costs associated with the implementation of the ASE program including the use of supplied Provincial Offences Officer, Screening Officer and Hearing Officer, would be fully covered by the service provider on negotiated revenue split. There is no initial capital or 'buy-in' costs with this service provider.

The following requirements/steps would need to be addressed/implemented for the ASE pilot project to commence in 2025:

1. Enter a contract with the service provider.
2. Establish School and Community Safety Zones by providing recommendations and updating the City Traffic and Parking By-law through Council approval.
3. Enter into an agreement with a municipal partner to operate an ASE pilot program through their joint processing centre that would use a City-based Administrative Monetary Penalty System (AMPS) by-law, and provide the services of their Provincial Offence Officers (PPOs), Screening and Hearing Officers.
4. Enter into an agreement with the Ministry of Transportation to access the licence plate registered ownership information.
5. Enter into an agreement with the Ministry of Attorney General to start an ASE program.

The service provider would support the enforcement program with maintenance and repair of hardware and upgrading software. It would also provide educational content in partnership with the City's communication team to support and promote the program, including FAQs and interactive map of ASE locations, and safety tips, and traffic data in all enforcement locations. The municipality which hosts the joint processing centre, would provide a call centre to field questions/inquiries, including directing inquiries to the province's ASE guidelines, penalty payments, etc.).

Future of Stratford Administrative Monetary Penalties

In this turnkey solution, the foundational requirement for implementing Automated Speed Enforcement (ASE) is the establishment of an Administrative Monetary Penalties (AMPs) by-law. This by-law is a critical component to enable enforcement. Staff acknowledge that several other services, such as parking enforcement, red light cameras, and short-term accommodation licensing compliance, are also working towards using AMPs for issuing fines.

To advance the ASE initiative, it is recommended that an external service provider be engaged during the pilot period. This approach would allow most operational tasks to be managed externally, enabling staff to familiarize themselves with the service prior to fully committing internal resources. Following the two-year pilot period, staff would conduct a comprehensive analysis to evaluate the program's efficacy and determine whether it is feasible for internal resources to manage the service going forward.

Procurement: The City's procurement policy is silent for agreements or contracts that have a net revenue impact. In consultation with the Director of Corporate Services/ Treasurer, the full analysis around costs versus revenues would form part of the post-pilot program period for Council consideration before moving forward.

Recommendation: An automated speed enforcement program offers numerous benefits in improving road safety and encouraging long-term behaviour changes in drivers. Staff recommend authorizing the Director of Infrastructure Services to negotiate terms and enter into an agreement with Global Traffic Group as the ASE service provider and corresponding partnering municipal process centre for a 2-year trial period.

Financial Implications:

Financial impact to current year operating budget:

There are no costs associated with the implementation of a pilot ASE program. Any financial impact would be revenues that have not been included in the 2025 draft budget.

Financial impact on future year operating budget:

An ASE pilot program has net revenue potential based on the programs design and the terms of the revenue-sharing agreement with the service provider. This would be assessed after some experience with the pilot program and the current provider.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report supports the priority of improving road user safety, a key objective outlined in the Transportation Master Plan.

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 Report titled, "Automated Speed Enforcement (ASE) Pilot Project" (ITS25-003) , be received;

THAT Council authorize Staff to negotiate and finalize the terms and enter into an agreement with Global Traffic Group as the ASE service provider and the corresponding partnering processing centre municipality for a 24-month pilot program;

THAT Council authorize the Chief Administrative Officer to execute the finalized agreement with Global Traffic Group as the ASE service provider and the corresponding partnering processing centre municipality for a 24-month pilot program;

THAT outcomes from the pilot will be reported to Council;

AND THAT any subsequent agreement will be subject to Council approval and executed by the Mayor and Clerk.

Prepared by: Nathan Bottema, Project Engineer

Recommended by: Taylor Crinklaw, Director of Infrastructure Services

Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: January 29, 2025
To: Infrastructure, Transportation and Safety Sub-committee
From: Nick Sheldon, Project Manager
Report Number: ITS25-001
Attachments: None

Title: Albert Street Reconstruction Phase 2 – Open House and Recommendations

Objective: To present comments and concerns from the Open House, and to obtain Council approval to proceed with the Albert Street Reconstruction Phase 2 Project.

Background: Background: Albert Street from Front Street to King Street (Phase 2) was approved for reconstruction during the 2024 capital budget process. This project will replace underground infrastructure, renew the roadway and sidewalks, and extend the eastbound bicycle boulevard route.

The specific improvements scheduled for this project are:

- Upgrade the existing storm sewer, sanitary sewer and watermains.
- Redirect storm flows to the Queen Street Trunk Storm Sewer as part of our ongoing work to create future capacity in the existing trunk storm system through the downtown core.
- Replace existing sanitary, storm and water services to the property line.
- Reconstruct the road with a total width of 6.7m, upgrading the asphalt roadway, curb and gutter, and sidewalks.
- Install traffic calming measures, including mid-block bump-outs and curb extensions at intersections, to extend the eastbound bicycle boulevard and promote active transportation. This is a recommended priority project in the update to the Master Transportation Plan.
- Remove trees in poor health or conflict with infrastructure renewal.
- Street tree planting.

The eighty-three properties abutting the project limits are a zoned Residential (R2 & R5) under the City Zoning By-law.

December 20, 2024, an invitation to attend the virtual open house was delivered to all properties within the project limits. The property owners and tenants were requested to visit the Engage Stratford page and review a presentation, project plans, anticipated construction schedule, and complete a Resident/Owner Questionnaire prior to January 3, 2025. An option to discuss the project and complete the questionnaire in-person was also provided.

Analysis: During the Open House period, the City of Stratford received feedback through various channels, including 18 completed resident questionnaires and direct communication with 4 residents via calls, virtual meetings, or in-person discussions. Additionally, the project page on the Engage Stratford webpage recorded 112 visits, reflecting a strong level of public interest.

The feedback received was a mix of positive and constructive. The primary concerns expressed by residents included:

- Objections to the proposed traffic calming measures and a preference for separated bicycle lanes;
- Requests for additional four-way stop-controlled intersections to deter cut-through traffic; and
- Questions regarding construction logistics and maintaining access to homes during the construction phase.

Conversely, positive feedback expressed by residents included:

- Support for the proposed traffic calming features;
- Support for the planned infrastructure renewal; and
- Appreciation for the quality of the project information provided.

Carried over funding consists of \$4,100,000 for road, storm, sanitary and water components. The estimated project funding and source is as follows:

Wastewater Reserve Fund	\$	700,000	R-R11-WWTR
Water Reserve Fund	\$	660,000	R-R11-WATR
Storm Reserve Fund	\$	1,000,000	R-R11-STRM
Provincial Grants	\$	1,740,000	R-R11-OCIF
Total Funding	\$	4,100,00	

If Council authorizes proceeding with the project, a tender will be issued and return to Council for approval and/or further direction. Any variances from the approved amounts and sources noted would also be identified.

Financial Implications:

Financial impact to current year operating budget:

The funding for this project is currently in received grants and existing reserve funds. This project, as it was started in 2024, was not identified in the 2025 capital budget as a carried over item but funds for this project are still reserved.

Financial impact on future year operating budget:

Reconstruction of linear assets often has the effect of reduced maintenance costs in the earlier years following construction. Annual upkeep for winter and summer maintenance is expected to be consistent with previous years.

Link to asset management plan and strategy:

This project would result in a replacement of the current assets in the City's asset inventory. The new assets would be added to the asset management plan, and the old assets removed. New asset replacements are planned for based on estimated useful life. The adjustment to the asset management plan would impact future capital planning forecasts and funding strategies would be updated accordingly.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as the Albert Street Phase 2 Reconstruction project upgrades roadways, watermains, and sewers to a modern standard to address the present and future needs of the community.

Alignment with One Planet Principles:

Health and Happiness

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

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Travel and Transport

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

Staff Recommendation: THAT Council receive the report titled, "Albert Street Reconstruction Phase 2 – Open House and Recommendations" (ITS25-001);

THAT Council approve the design as presented at the Public Open House on Engage Stratford;

AND THAT Council authorize staff to proceed with construction tendering.

Prepared by: Nick Sheldon, Project Manager

Recommended by: Taylor Crinklaw, Director of Infrastructure Services
Joan Thomson, Chief Administrative Officer

Infrastructure, Transportation and Safety Sub-Committee

IS Update Regarding Capital Projects and General Operations

January 2025

The following Infrastructure Services update on capital projects and general operations is an extension of the proposed key deliverables identified in the Engineering, Environmental, Public Works and Climate Divisions' respective annual workplans.

Studies

- Storm Model and Master Plan Update
 - Subject to budget approval, update to existing storm model and consolidation of all existing storm master plans and EA reports, climate change adaptation to be included.
- Sanitary Master Plan Update
 - RFP for consultant services awarded to Civica, work nearing completion.
 - New sanitary model to be used to update existing Sanitary Master Plan and incorporate all lands annexed since 2004.

Capital Projects - Ongoing

- Albert Street Reconstruction 2023 Phase 1 – Waterloo to Front Street
 - Full reconstruction complete, with topcoat remaining for 2025.
- Concrete and Asphalt Restoration
 - Continuation of multi-year tender to replace damaged concrete sidewalk, curbs and asphalt road cuts, including restoration works. Currently in winter shut-down.
- Albert Street Reconstruction Phase 2 – Front to King Street
 - Full reconstruction with new watermains, sanitary and storm sewers.
 - Design includes continuation of 'bicycle boulevard' and traffic calming.
 - Open house in 2024, report to ITS sub-committee January 29, 2025, proposed tender in spring 2025.
- Asphalt Resurfacing 2024
 - Connecting Link project - funding granted for Erie Street from south of Ontario Street to West Gore Street. Tender awarded to Steve Smith Construction Corporation. Construction substantially complete with some sidewalk and restoration to be completed early spring.
- Erie Street Active Transportation
 - Design being finalized for road diet and protected bike lanes, working with MTO for approvals, Council report for information on next steps to follow.
- Pedestrian Crossing Improvements 2024
 - Pedestrian crossings at Waterloo Street / William Street, McCarthy Road West / Greenwood Drive.
 - Tender awarded to J-AAR Civil Infrastructures Limited, crossings to be operational in the spring 2025.
- Downtown Intersection Improvements

- Various intersection improvements to enhance pedestrian safety in accordance with the Downtown Traffic Study.
- Designs being finalized: Church/Ontario/Huron; Waterloo/Ontario. This will include an evaluation of a potential pedestrian crossing near Huron Street Bridge.
- Tender anticipated in the spring.
- Sewer Relining
 - Various sewers to be rehabilitated by relining.
 - Tender awarded to Clearwater Structures Inc., construction scheduled to be complete by end of January 2025.
- Erie Street Parking Lot Repairs
 - Maintenance repairs for parking lot surface and drainage.
 - Tender awarded to Steve Smith Construction for spring construction.
 - Redevelopment consideration see 'Special Projects' section below.

Capital Projects – 2025 – subject to budget approval

- Avon and Avondale Reconstruction
 - Avon Street from Avondale to John, Avondale Street from the Cemetery bridge to Huron Street.
 - Full reconstruction with new watermains, sanitary and storm sewers.
 - Open house January 17-31, proposed tender in spring 2025.
- Huron Street Reconstruction Phase 2 – John to Matilda
 - Subject to Connecting Link funding.
 - Full reconstruction with new watermains, sanitary and storm sewers.
 - Design being finalized.
- Erie Street Multi-Use Trail Rehabilitation– Lorne Avenue to the south
 - Full reconstruction of trail to replace existing trail that has deteriorated.
 - Proposed tender in spring/summer 2025.
- Lorne and Downie Intersection
 - Intersection improvement to include left turn lanes on Lorne Avenue, in both directions.
 - Design ongoing, with tender planned for the spring.
- Asphalt Resurfacing 2025
 - Resurfacing for various streets – Regent Street, Britannia Street, Willow Street, provisional additional segments subject to budget approval and tender pricing.
 - Proposed tender scheduled for late spring.
- O'Loane Avenue Trunk Sanitary Sewer Extension
 - Consulting services awarded to MTE Consultants in 2024 for the design and tender of the trunk sanitary sewer from its current terminus south of Huron Street, to approximately Galt Street, by micro-tunnelling.
 - Open house scheduled for early spring, with tendering shortly after

Divisional Updates

Engineering Division Works

- Automated Speed Enforcement (ASE) Staff are bring a report scheduled for January 29 ITS Subcommittee meeting recommending pilot program.
- Red Light Enforcement will be considered upon effective delivery of ASE.
- Review of development engineering plans and reports for various proposed subdivisions.
- Review of formal consultations, site plan applications, zone change applications, and various other planning matters.
- Inspection services for subdivision construction are ongoing.
- Municipal consents are ongoing, for the review and approval of utility infrastructure installation within the City's right-of-way.
- Supporting Corporate special projects, Grand Trunk Community Hub servicing, attainable housing, new industrial subdivision development.
- Advisory Staff committee representations provided for Accessibility, Active Transportation, and Energy and Environment.
- Compiling data for asset management initiatives.
- Survey and design ongoing for 2025 and future projects.

Environmental Services Operations Update: Water

- Bulk Water Station installation completed and powered. Training and software installation to be completed in next few weeks. This will enable an increase the number of vendors being able to be provided bulk water for commercial uses.
- Watermain break repairs continuing. Total watermain breaks in 2024 were 25. To date there have been 8 in January
- New water and wastewater rates approved in December 2024 and are now in effect.

Environmental Services Operations Update: Wastewater

- New Taylor Street pumping station generator is being commissioned.
- Emergency sanitary service replacement installed for 622 Downie Street

Environmental Services Operations Update: Stormwater

- Foam event from our storm outlet into the Avon River - CCTV work was completed by CT Environmental to look for illegal connections or signs of foam in main storm pipe to the Ditch Outfall. There were no abnormal connections or substances observed. Flushing of the storm system will continue to isolate sections of the storm system that may be causing the foaming issues.
- UTRCA on site on January 15, 2025 to remove the south gate of the Orr Dam. The gate will be restored and reinstalled at a later date.

Environmental Services Operations Update: Water Pollution Control Plant

- Digester Roof Update- Awaiting response from Insurance adjusters to determine replacement or repair costs.
- Filter #3 back in service after valve replacement and surface wash arm repaired.

Public Works Operations Update: General and Road Maintenance

- Winter 2024/2025 has been busy - <10days spent on non-winter related activities daily – continuous snow flurries resulting in several resets of our Winter Response plan.
- 1556 metric tonnes of salt used (\$122,643) from December to present.
- Winter control tailgates and reminder about winter treatment around railroad tracks.
- City Winter Contractors have been used once for downtown snow removal – we are looking at another cleaning of core then some heavy streets.
- Special events – LOS and Winterfest have been difficult with the winter weather we have been experiencing.

Public Works Operations Update: Fleet

- 2024 - 2 new Hybrid Buses have arrived and being setup for use, training scheduled for Feb 18th, but all other preparations are being done in advance
- Winter fleet repairs are steady due to all the snow and up and down weather
- Winter shift underway in PW garage working well
- Transit New bus wash construction is scheduled to be installed Feb 3rd
- Airport Fuel tanks are still being worked on - faulty parts are holding it up for completion
- Insurance renewal is completed, and the 2025 paperwork has been distributed to all units

Public Works Operations Update: Waste Management

- New Bag Tag fees have come into effect January 1. An increase from \$3.75 to \$3.86
- 2025 Landfill fees have also increased, tip fee increase from \$93.10/MT to \$94.00/MT.
- Extended Producer Responsibility (blue box program) update: staff have been working on a management report for council regarding a decision to continue service, or not, for entities not included in the new blue box program. This would impact businesses, municipal buildings, churches, etc. starting January 1, 2026.
- Staff are currently working on Concrete Crushing tender and landfill Bin Service extension letters/request for proposals.

Climate Action Division

- Ongoing tracking and monitoring of City's emissions through Corporate Energy and Emissions Plan (CEEP) with a focus on fleet transition and building improvements. An annual report is being presented to ITS Subcommittee November 27, 2024, and further to Council for information and reference.
- Based on Council direction, Staff will be applying to the FCM GMF Climate-Ready Plans and Processes to help advance adaptation related efforts.
- Staff are working on identifying priority initiatives from the Community Climate Action Plan (CCAP) to commence within existing capacity and resources.
- Staff partaking in outreach and awareness initiatives around the CCAP including with the "Climate Conversations" series, with local organizations.
- A climate lens is being applied across municipal operations including but not limited to: OP review, planning applications, budget, procurement, etc.

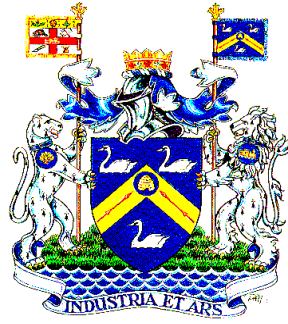
Special Projects – Erie Street Parking Lot Redevelopment

Tentative Internal Workplan:

1. Resurface Erie Street Parking Lot (Spring 2025)
2. Public Engagement (Spring/Summer 2025)
 - a. Survey's / Open House / Pop Up
3. Reflecting and Addressing Easements (2025-2027)
4. Environmental Assessment Review
 - a. Existing Study Review (Spring 2025)
 - b. Additional Studies to Residential Standard (TBD)
5. Downtown Parking Study (2026-2027)
6. Municipal Services Feasibility Study (Fall 2025)
7. Comprehensive Review and Report (2027)
8. Expression of Interest or Request for Proposal (TBD)

Project Updates:

- Resurfacing Tender Awarded (January 13, 2025)
- Review Existing Environmental Phase 1 and 2
 - Completed. Results are promising in that minimal soil impacts appear to be present, however, historical standards no longer apply requiring that a Phase 1 and 2 be redone. Additional boreholes and sampling may be required if the intent is to change the site to a more sensitive use (e.g. residential). Changing the site to a more sensitive use would require a Record of Site Condition.
 - Next Step. Continue with further Environmental Investigations as required.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, October 1, 2024, at 11:30 a.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Andy Mark, Geoff Krauter, Kathleen Barry

Staff Present: Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Joan Jones, Councillor Bonnie Henderson

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:30 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. Welcome New Members

Roger Koert welcomed new member Kathleen Barry and members and staff introduced themselves.

Accessibility Advisory Committee
October 1, 2024

4. Adoption of the Previous Minutes

Motion by Andy Mark

Seconded by Jamie Pritchard

THAT the minutes from the Accessibility Advisory Committee meeting dated September 3, 2024 be adopted as printed. Carried

5. Infrastructure Services Update

Nathan Bottema, Project Engineer provided the following update:

- Two new pedestrian crossovers are being installed, one at Waterloo Street and William Street and the other at McCarthy Road and Greenwood. Both were identified in the Transportation Master Plan as being priority project. The contractors should begin work on them in the next few weeks and be completed by the end of the year;
- Curb drops for the accessible parking spots on St. Andrew Street are on the list for the contractor to complete. Mr. Bottema will contact Perth County to confirm that they were looking for these spots to be permanently changed or if they were wanting them during construction. Roger Koert noted that having the accessible spots installed there is beneficial to have opposite the library and other venues close by;
- Intersection curb drops that the City identified as needing repair, have temporarily been repaired with asphalt until they can be properly fixed. At the last AAC meeting members passed a motion requesting the remainder of their 2024 accessibility budget with Engineering go towards repairing some of these locations. Mr. Bottema has reviewed locations and is finalizing a list to add to the concrete subcontractors list and hopes they may be able to complete them before the weather turns;
- Mr. Bottema spoke to the Director of Infrastructure Services regarding the platform installation and curb cuts in the park area across from the bandshell. The Director is proposing an alternative option, if the preferred option to install a platform is not accepted. The alternative option would include a sidewalk with smaller platforms off to the side. Vicky Trotter will move forward with the management report once she receives this plan in writing from the Director of Infrastructure Services;

Diane Sims now present at the meeting at 11:44 a.m.

Oonagh Vaucrosson inquired about the status of the pathways at the Packham sports fields and the proposed idea of trying stone dust over the crushed asphalt. Mr.

Accessibility Advisory Committee
October 1, 2024

Bottema explained that they have assessed the path to see if the asphalt could be compacted, however it has deteriorated over time to loose gravel and cannot be compacted enough to put stone dust over it. They could try a small section to see if it works, however he is not optimistic that it will cover adequately.

Roger Koert also noted that in the parking lot, where the accessible paved parking spaces are, the lot has been redesigned and you now drive over the paved spots to additional gravel parking. Perhaps when the site plan is completed, this area should also be looked at. There is also an approximate 100 ft. section of the pathway near the astroturf field that has been surfaced in the porous pave product. Does staff know if this was a trial section by the City or the Soccer Club.

Vicky Trotter will contact Mark Hackett, Facility Maintenance Supervisor for an update on the pathways. Nathan Bottema will contact Taylor Crinklaw, Director of Infrastructure Services to discuss what plans have been discussed to move this issue forward. Andy Mark will also contact the Soccer Club for some clarification on the pathways.

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 in September 2024:

- 47 Downie Street, Destination Stratford washrooms
- 388 Downie Street
- 426 Britannia Street
- 74 Church Street - proposed new apartment building
- Poet & Perth Phase II – development at 4117 Quinlan Road
- 58 Griffith Road West
- 429 Huron Street – parking and entrance reconstruction at Tim Hortons complex

7. Update from the Accessibility, Diversity & Inclusion Coordinator

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

- the Ministry is bringing back their networking event and an update will be provided once a date is confirmed;
- the ONAP Fall Conference is being held in London on October 24-25, 2024;

Accessibility Advisory Committee
October 1, 2024

- ongoing discussion between Ms. Vaucrosson and Community Services regarding operational procedures for the Mobi Mats;
- there is a training opportunity for AAC members – PASS (Public Accessible Spaces Simplified) with Julie Sawchuk. This could possibly be a collaboration with AAC, ASC, Building & Planning and DEI. The cost of the training is \$850.00 for ten people;
- Perth Huron Family Services has reached out requesting a site plan review of their building at 142 Waterloo Street to understand the requirements that are needed to make the necessary changes to be compliant with the AODA;
- the Stratford Library has also requested a review of their premises. The elevator has now been fixed and the premises is ready for review.

8. Update from Council

No new updates.

9. Business Arising from Previous Minutes

9.1 Launch of the FADM with Perth-Huron Builders Association

Oonagh Vaucrosson reported that the launch of the FADM with the PHBA was going to their September meeting. Ms. Vaucrosson has followed up with the PHBA and is awaiting a response.

9.2 Developing an AAC Incentive Program

No new updates to report.

9.3 Update on Annual Accessibility Award

Andy Mark reported that the review sub-committee has received four nominations to date. Nominations close on Friday, October 11, 2024. Mr. Mark will arrange for the sub-committee members to complete a site visit of all four sites in one afternoon. Staff will arrange with Transit for a mobility bus for that day. All members of the AAC are welcome to also join. Andy Mark will confirm a date and time and keep members updated. Members will vote on the recipient at their November 5, 2024 meeting and have requested to present the award at the November 25, 2024 Council meeting.

9.4 Update on Accessibility Audits for City of Stratford Facilities

Oonagh Vaucrosson will confirm a date and time for AAC members to visit the Stratford Library to complete an assessment later this month.

9.5 2024 Budget Review

Jamie Pritchard provided an update on the doorbell program. Mr. Pritchard received (13) requests from local businesses for doorbells at their front doors. Pricing for a package of two doorbells is approximately \$40.00 and accessibility stickers that can be placed near the doorbell are approximately \$10.00 for (25). There were also four new locations that have requested the StopGap ramps. Mr. Pritchard will provide a mock-up of the sticker.

Mr. Pritchard also provided some options for AAC promotional items:

- multi-tool;
- multi-highlighter;
- quality pens;
- sunflower lanyards (Kathleen Barry will forward information regarding the significance of the sunflower symbol for non-visible disabilities).

Roger Koert asked all members to please send Mr. Pritchard any more ideas they have within the next week. A final decision on what items to order will be made at the November AAC meeting. Vicky Trotter will order (10) boxes of doorbells for a total of (20) doorbells. This will leave some extra ones in stock for subsequent requests they might receive.

9.6 Update on AAC Motions

Vicky Trotter provided a quarterly update on previous AAC motions with the meeting agenda package. A quarterly update will be included with agenda packages moving forward.

9.7 Update on Provincial guidelines for accessible parking at nursing homes and senior's buildings

Vicky Trotter contacted the Manager of Planning to discuss this issue. Ms. Trotter stated that the Zoning By-law sets out the minimum requirements for accessibility parking standards and it is consistent with AODA. Since there are minimum requirements, the City does not have the authority under the current by-law to request additional parking spaces. Staff can suggest parking

Accessibility Advisory Committee
October 1, 2024

improvements to developers, such as additional accessible parking, but it would only be a recommendation.

10. New Business

None noted.

11. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, November 5, 2024, at 11:30 a.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

12. Adjournment

Motion by Kathleen Barry

Seconded by Diane Sims

THAT the October 1, 2024, Accessibility Advisory Committee meeting adjourn. Carried

Start Time: 11:30 A.M.

End Time: 12:31 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on October 3, 2024 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Committee Members Present: Councillor Larry McCabe – Chair Presiding, Felicity Sutcliffe, Councillor Jo-Dee Burbach, Craig Merkle, Anita Jacobsen, Vanni Azzano, Zach Kritzer, Mike Sullivan

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

Also Present: Jane Marie Mitchell

Regrets: Sharon Collingwood, Ken Clarke, Geoff Krauter, Emily Skelding – Supervisor of Waste Operations

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. Welcome to New Members

Councillor McCabe welcomed new members Zach Kritzer and Mike Sullivan to the Energy & Environment Advisory Committee.

Energy & Environment Advisory Committee
October 3, 2024

4. **Adoption of Previous Minutes**

Motion by Vanni Azzano

Seconded by Craig Merkley

THAT the minutes from the Energy & Environment Advisory Committee meeting dated September 5, 2024 be adopted as printed. Carried

5. **Working Group Updates:**

Ecological:

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

- The working group met with Quin Malott, Parks & Forestry Manager, to review the invasive species management plan and what Community Services staff are working on to implement the plan. Community Services has allocated \$15,000.00 in their 2025 draft budget for implementation of the plan. It is his understanding that the Public Works Department is also contributing \$15,000.00 in their 2025 draft budget plan. This would primarily go towards targeting the phragmites in the storm water ponds and the T.J. Dolan area. They will also continue to battle with other invasives such as the knotweed;
- The Japanese Knotweed seed heads were clipped and bagged up this fall. They will be sprayed next year;
- There was a discussion on the possibility of hiring a summer student to carry out some of the tasks for Community Services implementing the invasive species management plan. Anita Jacobsen has an example of a job description that E&E members could use to help staff create an ad for the position;
- Removing the invasive species has left some areas with a void. These areas now require infilling and will be spread with seed and transplanting done;
- There is a large Norway Maple tree in the Old Grove that is considered invasive. On October 24, 2024 students will be assisting with pulling out all the small seedlings. It drops a large number of seeds and has created a blanket of small Norway Maples around it. Removing the large tree will be done in the future and the Parks & Forestry Manager is preparing to do so. Felicity Sutcliffe noted that there are a lot of sugar maples in the surrounding area trying to grow and will ultimately fill in the area and create a sugar maple forest. Anita Jacobsen stated that the Norway Maple needs to be removed, otherwise they will need to continue pulling the

Energy & Environment Advisory Committee
October 3, 2024

seedlings every year. The Norway Maple creates a very dense canopy and hinders anything else from thriving near it.

Motion by Craig Merkley

Seconded by Anita Jacobsen

THAT following the direction of the recently adopted Invasive Species Management Plan for the City of Stratford, and after consulting with a professional forester, the Energy & Environment Advisory Committee recommends the removal of the mature Norway Maple located in the TJ Dolan natural area. Its removal will prevent the spread of this non-native species and enable growth of native trees such as recently planted endangered American Chestnut seedlings planted close by. Carried

- The grass-cutting contractor has been cutting down some of the plantings that have been done around the city. Community Services recognizes this as an issue and will work to improve this next year;
- A possible restoration project is planned for the corridor along Devon Street with native grass plantings or reforestation;
- An invasive species workshop is planned in partnership with the City and the UTRCA and will be held at the Rotary Complex on October 9, 2024 at 7:00 p.m.;
- Vanni Azzano shared a draft of the "Living with Natural Areas" flyer for delivery to people whose property is along the perimeter or near the T.J. Dolan area. Councillor Burbach suggested under the "don't" column to state please do not plant invasive species and list some plants. Members suggested adding the Invasive Species Centre link to the flyer for people to see a full list of invasive species. Vicky Trotter will add link to the invasive species information to the City's website;
- The students will begin working on the T.J. Dolan boardwalk soon, the wood is being order in the next couple of weeks;
- Felicity Sutcliffe is continuing to weed and divide the native grasses. They may try and get some students to help grow plugs as part of their program;
- There is some potential shoreline work later this fall on the south shore cribs to help with the growth of the aquatic plants;
- Biologists from the UTRCA have conducted a fish inventory in the Avon River upstream from Stratford, approximately three concessions out. This count showed

great results for brook trout and other species, which is an indicator of good water quality.

6. Climate Change Program Manager Update

No new updates provided.

7. Supervisor of Waste Operations Update

Deferred to next meeting.

8. Active Transportation Advisory Committee (ATAC) Update

Vicky Trotter reported that ATAC has ordered new bike racks to be installed in the downtown core. They are red heart-shaped and black round ones that will be installed on poles within the downtown area.

ATAC is working on signage at the entrance to T.J. Dolan, as well as blazing for the Avon Trail to help link trails.

Mike Sullivan inquired about the reconstruction project on Erie Street and no bike lanes being included. Councillor Burbach reported that the footprint allows space for bike lanes, however the City is awaiting approval from the Province to proceed. Council has previously allocated the funds for bike lanes.

Mike Sullivan inquired about the development in the east end of the City at Road 111 and Highway 7/8 and questioned if the Active Transportation Advisory Committee be recommending pedestrian and bike paths be included as part of the development. Councillor Burbach stated that ATAC will discuss this issue with staff at an upcoming meeting to see if the committee could make a recommendation. Road 111 is not part of the City; it falls within Perth East Township. There is a website available that you can submit feedback on the project. Mr. Sullivan stated that in the Province's master transportation plan, it states that active transportation be considered for every project.

9. Business Arising from Previous Minutes

9.1 Update on Remaining 2024 Projects and Budget

Vicky Trotter reported that the remaining E&E budget funds will be used for purchasing the wood for the boardwalk in T.J. Dolan. Once the invoice is received for the wood, any remaining funds will go towards the boot cleaning

stations. There is also an amount left for native grass plantings and Anita Jacobsen will arrange for native grass plugs and plants to be purchased.

10. New Business

10.1 John Street Weir

In order to make a major change in operation, the City has to engage stakeholders and regulating agencies through a process such as an environmental assessment. It will be important to determine the limits to the naturalization of the channel through the flood control channel due to many constraints adjacent to the channel. The UTRCA and the City will be reviewing upcoming projects included in the UTRCA preliminary draft budget. At this time, they will discuss opportunities for studies. Provincial funding for 2025 is already allocated, therefore it would be 2026 before studies would begin.

For E&E, the original idea of the weir being removed permanently was for the channel to be naturalized. Vanni Azzano noted that the weir would not need to totally be removed, just remove the stop logs. Councillor Burbach noted that if the weir remains, a multi-use path could be created over the water.

Vicky Trotter will follow up with this project in June 2025 prior to draft budgets.

Motion by Vanni Azzano

Seconded by Craig Merkley

THAT the Energy & Environment Advisory Committee recommends that the environmental assessment process include WECI (Water Erosion Control Infrastructure) application funding in the Upper Thames River Conservation Authority's 2026 budget for the John Street Weir removal, based on the City of Stratfords previous support of the project. Carried

10.2 Investigation of a Municipal Take-out Drink Container Fee

Mike Sullivan would like to request the City of Stratford investigate the possibility of charging a take-out drink container levy or "tax" to encourage people to use non-garbage containers. Mr. Sullivan stated that British Columbia is currently doing this but is not sure if there is anywhere in Ontario that is doing a program like this. The BC program is not province-wide and has been implemented in some communities. The levy started at a \$1.00 charge but has been reduced to \$0.25. Mr. Sullivan stated that the City of Stratford has the

Energy & Environment Advisory Committee
October 3, 2024

power to levy taxes individually on businesses, not unlike the accommodation tax. It would be a tax when anyone purchased a drink that is not in a re-usable container. It could be a revenue stream for the City and hopefully discourage the use of non-reusable containers, a vast amount of which end up in the Stratford landfill.

Vanni Azzano requested if Mike Sullivan could forward E&E members the information he has on how the program in BC works.

Vicky Trotter provided some information she gathered on communities who implemented a program such as this. Vancouver started a program in 2022, but then repealed it in 2023. The City of Victoria is introducing by-laws on how to reduce single-use items. The City of Toronto stated they have not put a fee on single-use cups; however every retail business operator is required to allow patrons to use their personal re-useable cups.

Councillor Burbach inquired if the committee wanted to re-form the Waste Reduction Working Group to investigate a take-out drink container fee for Stratford. The working group could plan for a possible staged-process proposal.

Sadaf Ghalib stated that some businesses already charge a fee for single-use cups and that most people are unaware of it. Some businesses give you a small discount if you bring your re-usable cup.

Councillor McCabe suggested incentivizing proper behavior would be a good first step to get a buy-in from people. Charging a fee right from the beginning may cause issues. The issue of managing waste within restaurant facilities is significant, especially in the downtown core and every business handles it differently.

Anita Jacobson suggested a public announcement to let people know that some establishments charge less if you bring your own drink container and also that it keeps all the cups and containers out of the landfill.

Councillor Burbach suggested that the Terra-Cycle boxes could be an option for the secondary schools to use as a pilot project, to encourage students from a waste management perspective. Zach Kritzer stated that he thought the schools would be a good fit to try something like the Terra-Cycle boxes. Councillor Burbach will forward the Terra-Cycle information to Zach Kritzer. Sadaf Ghalib added that Terra-Cycle does offer a box that will take mixed recyclables, so

there would not be an issue if someone put in something recyclable that the box was not meant for.

Mr. Sullivan stated that on garbage day, residents of the City of Moncton can put out wet or dry garbage. The dry garbage is entirely sorted through by city staff and anything that can be recycled is diverted from the landfill.

Mr. Sullivan stated that even if the idea of charging a levy on drink containers sparks a reaction from the big chains, it may force them to think about how much is going into the landfill and have a discussion on how we undo it. Perhaps a media release from E&E that this is a consideration would get people thinking about it.

Motion by Mike Sullivan

Seconded by Zach Kritzer

THAT the Energy & Environment Advisory Committee request Stratford City Council direct staff to investigate the legislative regulations of a take-out container levy program for the City of Stratford. Carried

10.3 Canada Post Mailout to Advertise Climate Conversation Series

Mike Sullivan stated he believes the City of Stratford does not do a very good job communicating with residents through direct mail. Mr. Sullivan stated that while the last Climate Conversation event was well attended, it was the same people that always attend the environmental events.

Felicity Sutcliffe disagreed and noted as a greeter she met many new people that attended the event and to participate in the discussions. A flyer was created that was posted around Stratford, as well as shared on many social media outlets.

Councillor McCabe stated that he included the information to all patrons with their bills and on his social media accounts.

Mr. Sullivan believes receiving a piece of mail at their homes makes people take notice of it.

Vicky Trotter stated that the last mail out that the Clerk's Office participated in was five years ago and cost approximately \$2,400.00 to do a neighbourhood

mail out. As the Climate Conversations are not a partnership with the City or E&E, the committee would not be permitted to fund a mail out.

Mr. Sullivan stated that it could fall under a community project in the 2025 budget. The main idea is how can they better engage people to attend events. Mr. Sullivan received a quote of \$3,500.00 for a mail out to all of Stratford, which is approximately 16,800 households.

Councillor Burbach is no longer present at the meeting at 5:33 p.m.

10.4 Eliminating the Use of Fossil Fuels in New Developments

Mike Sullivan inquired why the City of Stratford is still permitting the use of fossil fuels in new developments and whether or not there is a way to prevent fossil fuels in developments.

Sadaf Ghalib stated that the Ontario Building Code dictates what developers are required to follow. The City by itself has limited authority to make any changes that go above and beyond the O.B.C. The City cannot enforce eliminating fossil fuels in new developments. They are looking for guidance from the Province, which takes a very long time.

Mr. Sullivan stated that he does not suggest that they can do it in any way following the current rules. Every developer wants massive gives from the City, and questioned why the City negotiate does not with the developers who want easements to zoning and Official Plan rules. He stated he is not aware that the City has ever insisted on something like this. If developers are forced to use heat pumps to heat and cool the buildings, they will do so.

Vicky Trotter will contact the Director of Building and Planning to inquire if staff is available to attend an upcoming E&E meeting to discuss some of these issues and answer questions and concerns members have.

Councillor McCabe suggested that the E&E Committee could make a recommendation to the Federal and Provincial Ministers who are responsible for regulating this. The recommendation could suggest that the government does not subsidize fossil fuels in new developments.

10.5 Climate Conversations Update

Felicity Sutcliffe thanked everyone who attended the recent Climate Conversation event held on September 26, 2024 regarding the City's

Energy & Environment Advisory Committee
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Community Climate Action Plan. Organizers are encouraged by the first event and Ms. Sutcliffe has provided E&E members with notes from the session. Please e-mail any feedback you may have regarding the event to Ms. Sutcliffe.

Councillor McCabe did suggest that when flyers are going out for the events, perhaps future dates of events could be included on the flyer that might draw more people in if they also know the upcoming dates and the topics.

11. Upcoming Events

- Climate Conversation Series:
 - Transportation in Stratford – October 24, 2024
 - Buildings, Land Use and Adaptation – November 28, 2024
 - (All events to be held in the Auditorium at Stratford City Hall at 7:00 p.m.)
- Household Hazardous Waste Day - October 26, 2024

12. Date of Next Meeting

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, November 7, 2024, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

13. Adjournment

Motion by Vanni Azzano

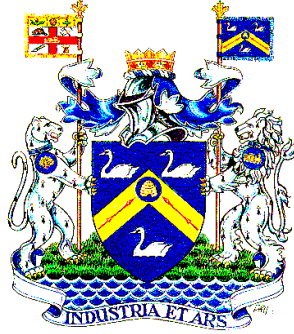
Seconded by Felicity Sutcliffe

THAT the October 3, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:00 P.M.

Meeting End Time: 5:47 P.M.

Active Transportation Advisory Committee
October 23, 2024



Active Transportation Advisory Committee

MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, October 23, 2024, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: David Daglish – Chair Presiding, Councillor Harjinder Nijjar, John Lewis, Pat Ranney – Cycle Stratford Representative, Christine Lee – Avon Trail Representative

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

Also Present: Linda Wakenhut

Regrets: Inspector Jason Clarke, Councillor Jo-Dee Burbach, Ian Morton, Kelley Teahen, Nick Sheldon – Project Manager

1. Call to Order

The Chair called the meeting to order at 7:02 p.m.

Reading of the Land Acknowledgement and Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

3. Welcome New Member

Members and staff introduced themselves to the Christine Lee, Avon Trail Representative.

4. Adoption of Previous Minutes

Motion by John Lewis

Seconded by Councillor Nijjar

THAT the minutes from the Active Transportation Advisory Committee meeting dated September 25, 2024 be adopted as printed. Carried

5. Business Arising from Previous Minutes

5.1 Festival Route Working Group Appointments

This item has been deferred to the November meeting for further discussion with all members present.

5.2 Avon Trail Signage Update

Vicky Trotter updated members that the 3-sided trail sign for Confederation Park to direct people to hike the Avon Trail is now complete. Community Services staff will install the sign near the bridge to nowhere and the waterfall area and are currently working on the exact placement.

The previously recommended blazing project throughout the City is in the process of Council approval. Once a decision has been made, Vicky Trotter will update ATAC members.

5.3 Safety Concerns Crossing Ontario Street at York Street

Members agree Ontario Street at York Street is a dangerous area for anyone to cross the road to the Shakespearean Gardens, Courthouse, Stratford Intermediate School or back over to York Street to access the municipal parking lot. Vicky Trotter noted that as this is a provincial highway, all recommendations will need to go through the province and ultimately, it will be their decision to make any changes.

Some suggestions for improvements from members were:

- Improve the stairs and path under the bridge and add visible signage so people know it is there and can safely cross on the path under the bridge;
- Investigate the possibility of a round-a-bout on Ontario Street in the area of Church Street and St. Andrew Street. This would slow traffic down coming around the bend and allow for a safer crossing at the round-a-bout or further down near York Street;
- Investigate a pedestrian cross-over with stop lights and indicator lights prior to the crossing to warn drivers when people are crossing;

- Investigate a possible pedestrian bridge in that area for safe crossing over the road.

Members will continue the discussion at the next meeting and decide how they would like to proceed with any recommendations. Vicky Trotter will contact Nick Sheldon to request some background information in preparation for discussion at the meeting.

6. New Business

6.1 Pedestrian Access on Road 111 and Highway 7/8

Vicky Trotter noted that this project is being managed by the MTO and there is a link set up that citizens can go to for project information and to submit comments.

John Lewis stated he has talked to concerned citizens who feel there will not be adequate sidewalks or pathways for pedestrians and cyclists in that area.

Ms. Trotter stated that there may be additional entrances from the new subdivision into the Stratford Mall area as well as Douro Street. There will not be a road leading to the highway, there will be an entrance/exit from Road 111.

David Daghish stated that it is his understanding that they MTO is still considering whether there will be a traffic circle or traffic lights installed at this intersection. After their traffic study, they have determined that one of the two will be necessary.

Christine Lee inquired if the City has by-laws in place that require developers to add certain sidewalks, pathways and bike lanes within new subdivisions such as this one. Ms. Trotter responded that at a minimum they are required to have a pedestrian sidewalk on one side of the street. Ms. Lee stated that there are surrounding municipalities and cities that have great examples of bike lanes, trails and pathways that Stratford could learn from. Ms. Trotter noted that these types of plans are contained in the City's Transportation Master Plan, which was updated last year.

Pat Ranney inquired about the province requiring municipalities to gain approval of bike lanes if they are going to impact traffic. How does this impact the Transportation Master Plan.

Ms. Trotter will follow-up with Nick Sheldon to inquire when the City will be looking at sidewalks or multi-use trails in the Road 111 and Highway 7/8 subdivision, as well as the recent changes proposed by the provincial government regarding bike lanes.

7. Date of Next Meeting

The next ATAC meeting is scheduled for Wednesday, November 27, 2024 at 7:00 p.m. at the Stratford Rotary Complex in the Mansbridge Room.

8. Adjournment

Motion by Councillor Nijjar

Seconded by Pat Ranney

THAT the October 23, 2024 ATAC meeting adjourn. Carried

Start Time: 7:02 P.M.

End Time: 7:50 P.M.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, November 5, 2024, at 11:30 a.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Geoff Krauter, Kathleen Barry, Joan Jones, Councillor Bonnie Henderson

Staff Present: Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Andy Mark

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:40 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. Adoption of the Previous Minutes

Motion by Diane Sims

Seconded by Jamie Pritchard

THAT the minutes from the Accessibility Advisory Committee meeting dated October 1, 2024 be adopted as printed. Carried

4. Welcome New Member

Roger Koert welcomed new member Joan Jones to the AAC as the Family Services Perth-Huron representative.

5. Delegate:

Mark Hackett, Community Facilities Manager, presented the draft plans for the accessibility upgrades to the washrooms at National Stadium. Members reviewed and discussed various items regarding the layout.

- The door to the women's universal stall opens in;
- Making all three sinks in the women's washroom accessible;
- Possibly removing one regular stall in the women's washroom;
- Installing a sink inside the universal washroom stalls;

The site plan review committee will meet and do a closer review of the plans and submit a report to Mark Hackett no later than November 22, 2024.

Roger Koert inquired with Mark Hackett regarding the porous pave stretch of the pathway at the Packham Soccer Fields. Mr. Hackett explained that Stratford Youth Soccer installed that product. Mr. Hackett stated that IDS attempted maintenance on the crushed asphalt pathways, however, were not successful and are investigating different options. Mr. Hackett will follow up with staff and will report back to the AAC with an update. Mr. Koert stated that at some point someone will need to take ownership of the inaccessible crushed asphalt pathways and make a plan to get back on track.

Mr. Koert stated that paved accessible parking spots were installed in the parking lot closest to the astroturf field previously. However, the gravel parking lot has now been extended beyond the paved spots, which makes the spots inaccessible.

6. Infrastructure Services Update

Nathan Bottema, Project Engineer provided the following update:

- The asphalt/concrete/turf subcontractor has been given the list of tactile plates, curb cuts and additional work to be done. They added it to the list for October; however, some work has been bumped to November now;
- Improving the intersection and curb cut at St. Vincent Street and Cambria Street;
- Improving the intersection and curb cut at St. David and Nelson Street;
- The intersection of St. David Street and Wellington Street has been completed;
- St. Andrew parking configuration near the Courthouse has been added to their list;

Accessibility Advisory Committee
November 5, 2024

- Curb cut and improvement at Delamere Avenue and Haig Street has been added. The need for a pedestrian cross-over has been identified, so tactile plates will also be redone;
- Erie Street work is ongoing and asphalt will be completed tomorrow. Sidewalk from St. Patrick to St. David Street still needs to be installed, landscaping and some intersection wiring work at West Gore need to be completed;
- Greenwood, Devon and West Gore paving scheduled to begin November 8, 2024;
- Oakdale Avenue multi-use trail scheduled for asphalt on November 14, 2024 with some remaining restoration work.

Vicky Trotter has received an update from the Director of Infrastructure Services regarding the platform in the park area across from the Veteran's Drive Bandshell. Ms. Trotter has now completed a draft report that will proceed at a later date for consideration.

Roger Koert discussed the multi-use trail and the possibility of a pedestrian cross-over at the soccer field to the ball diamond. Mr. Bottema suggested that instead of a cross-over, perhaps an accessible parking spot on Oakdale Avenue (near the back stop of the ball diamond) with a curb drop.

Motion by Councillor Henderson

Seconded by Diane Sims

THAT the Stratford Accessibility Advisory Committee recommends an accessible parking space and curb-cut be installed on the north side of Oakdale Avenue between O'Loane Avenue and Matilda Street adjacent to the baseball field. Carried

Roger Koert inquired about a possible pedestrian cross-over on Erie Street at the Zion Church corner. Nathan Bottema stated that this location is identified in the Transportation Master Plan and funds were available in this year's budget. However, staff is working with the MTO as the regulations are different if Erie Street is a 3-lane or 4-lane roadway. Mr. Bottema noted that additional pedestrian crossovers are planned for Downie Street at George Street (Avon Theatre) and West Gore Street at Downie Street. Oonagh Vaucrosson will contact the citizen who inquired about the crossing on Erie Street.

7. Site Plan Review Sub-Committee Update

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

Accessibility Advisory Committee
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Site plans reviewed in October:

- 380 – 396 Ontario Street
- 489 Douro Street
- 375 Wright Boulevard
- 67 James Street
- 74 Church Street

Sites to be reviewed:

- 525 O’Loane Avenue
- 22 Wingfield Avenue
- 662-666 Ontario Street

8. Update from the Accessibility, Diversity & Inclusion Coordinator

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

- Ms. Vaucrosson attended the ONAP Fall Conference on October 25-25, 2024;
- working with vendors on digital accessibility;
- researching accessible taxi’s;
- provided a Ministry for Seniors and Accessibility update;
- provided an update from the PHBA;
- creating a Mobi Mats procedures document;
- PASS Training with Sawchuk Accessible Solutions;

9. Update from Council

Councillor Henderson stated that in the Shakespearean Gardens staff was going to install an accessible bridge over to the small island with two benches on it. However, it has been decided that since the projects was approximately \$100,000.00, they would contact the people who have the benches there and have them relocated and leave the island to naturalize.

10. Business Arising from Previous Minutes

10.1 Launch of the FADM with Perth-Huron Builders Association

Oonagh Vaucrosson received an e-mail from Melissa Schenk of the Perth-Huron Builders Association and there is an upcoming change in their chairperson and there may not be an opportunity to be added to their next agenda and suggested submitting a presentation date for members to attend. Geoff Krauter suggested organizing a presentation open to the public and PHBA members

Accessibility Advisory Committee
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could also attend. Members feel it is important to present directly to the builders at an upcoming PHBA meeting. Oonagh Vaucrosson will contact the PHBA again to inquire if they can get scheduled. A public information session can also be organized separately.

10.2 Annual Accessibility Award

The review sub-committee visited four locations that were nominated for this year's Accessibility Award. All businesses nominated worked towards making their buildings and services accessible for all.

Motion by Diane Sims

Seconded by Kathleen Barry

THAT the Stratford Accessibility Advisory Committee presents the Stratford Festival with the 2024 Accessibility Award. Carried

Representatives from the Stratford Festival will be contacted and invited to the November 25, 2024 Council meeting for the award presentation.

10.3 Update on Accessibility Audits for City of Stratford Facilities

There are currently two audits that the subcommittee will be completing, one at Perth Huron Family Services and one at the Stratford Library.

Oonagh Vaucrosson has also been contacted regarding the GoHere washroom app. Ms. Vaucrosson will reach out to Rob Ross to inquire if he would be available to attend an upcoming AAC meeting to discuss.

10.4 Doorbell Program and AAC Promotional Items

Vicky Trotter reported that the doorbells will be ordered very soon. Jamie Pritchard presented various options for AAC promotional items such as pens, notebooks, hot/cold packs, etc.

Motion by Jamie Pritchard

Seconded by Diane Sims

THAT the Accessibility Advisory Committee spends up to a maximum of \$1,500.00 on various promotional items for the Committee. Carried

11. New Business

11.1 Police Station Update

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Diane Sims updated the Committee that the wheelchair ramp and modification at the front entrance of the Police Station at 17 George Street is scheduled to be completed this month. There will be a ribbon-cutting before year-end.

Mark Hackett updated the Committee that there has been a slight delay, but hopefully it will only set them back one week.

11.2 SERC Track Accessibility

Roger Koert stated that he has invited the Director of Sport Tourism to the December AAC meeting to provide an update.

12. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, December 3, 2024, at 11:30 a.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

13. Adjournment

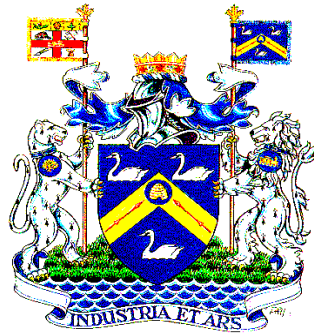
Motion by Councillor Henderson

Seconded by Jamie Pritchard

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

Start Time: 11:40 A.M.

End Time: 1:24 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on November 7, 2024 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W, Stratford ON

Committee Members Present: Felicity Sutcliffe, Councillor Jo-Dee Burbach, Craig Merkley, Anita Jacobsen, Zach Kritzer, Mike Sullivan, Ken Clarke, Geoff Krauter

Staff Present: Vicky Trotter – Council Committee Coordinator, Sadaf Ghalib – Manager of Climate Change Programs, Emily Skelding – Supervisor of Waste Operations, Casey Riehl – Recording Secretary

Regrets: Sharon Collingwood, Councillor Larry McCabe, Vanni Azzano

1. Appointment of Interim Chair

The Committee discussed the appointment of an interim Chair as both the Chair and Vice-Chair were not present.

Motion by Anita Jacobsen

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee members appoint Councillor Jo-Dee Burbach as interim Chair for the November 7, 2024 meeting. Carried

2. Call to Order

Councillor Burbach, Chair called the meeting to order at 4:07 p.m.

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

Energy & Environment Advisory Committee
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Reading of the Respectful Workplace Policy.

3. **Declaration of Pecuniary Interest**

None declared.

4. **Adoption of Previous Minutes**

Motion by Felicity Sutcliffe

Seconded by Craig Merkley

THAT the minutes from the Energy & Environment Advisory Committee meeting dated October 3, 2024 be adopted as amended.

Councillor Burbach noted Item 10.1 should be amended to reflect in the first line that Council has not recently made a decision to remove the John Street Weir.

The Chair called the question on the motion. **Carried**

5. **Working Group Updates:**

Ecological:

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

- Anita Jacobsen reviewed the summary report provided to members regarding the ecological working group's field work in 2024;
- The working groups recommendation for next steps in implementing the City's invasive species plan will be to suggest hiring a summer student to assist the Community Services Department. The student's time could be dedicated to focusing working on the invasive species plan. Ken Clarke suggested that they would not necessarily need to hire an additional student, staff could possibly just have one of the student positions already in the budget dedicated to working on the invasive species plan;

Motion by Craig Merkley

Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee recommends a student position be added to Community Services staffing for the summer of 2025 to implement the Invasive Species Plan;

**AND THAT grand funding opportunities be reviewed to fund the position.
Carried**

Motion by Mike Sullivan

Seconded by Anita Jacobsen

THAT the Energy & Environment Advisory Committee recommends staff look into the Canada Summer Jobs grant for the recommended student position for the Community Services Department for the summer of 2025 to implement the Invasive Species Plan. Carried

- The invasive species flyer is complete and is ready to be shared with residents adjacent to the T.J. Dolan area. A short explanation sheet will be included with it to explain the flyer if people have any questions;
- SDSS students have completed two sections of the board walk and submitted the invoice. The students will work on more sections over the winter, a second invoice will be submitted prior to end of the year;
- Residents have inquired if two more turtle crossing signs should be installed on the Romeo Street Bridge, similar to the new ones installed on John Street;

Motion by Craig Merkley

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee spends up to a maximum of \$150.00 to purchase two additional turtle crossing signs to be installed on the Romeo Street Bridge, if funds are available in the remaining 2024 budget. Carried

6. Manager of Climate Change Programs Update

Sadaf Ghalib, Manager of Climate Change Programs, provided the following updates:

- The EV charging station project is ongoing with the final leg of installations to be complete by the end of November. The stations in the York Street and Erie Street parking lots are estimated to be operational by the end of January 2025. Both Level 2 and Level 3 stations are being installed. Vicky Trotter noted that currently vehicles parked at a charging stations pay for parking, not for charging;
- CEEP implementation is underway and an update will be going to the ITS Subcommittee later this month to report on the corporations' emission for the year ending December 31, 2023. There will also be information on projects underway and completed with priorities focused on buildings and fleet. Information will be posted online once it has gone through Council for approval;

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- Recognizing that the landscape of covid provincial regulation and policies is evolving regarding active transportation, staff is exploring options and opportunities to create and implement programs and initiatives as well as other municipal plans to initiate in 2025.

7. Supervisor of Waste Operations Update

Emily Skelding, Supervisor of Waste Operations presented information regarding the City of Stratford's upcoming changes to the blue box program:

- Stratford entered into a transition period on May 1, 2024;
- January 1, 2026 Stratford will go into a full transition where the municipality will no longer be responsible for the blue box program and it will fully be producer responsibility;
- There will be many upcoming diversion programs and updates that can be provided;
- A regulatory approach to waste management, where producers are responsible for the waste generated from their products and packaging. In Ontario, the blue box program is transitioning from a model of shared industry funding, to one of producer responsibility;
- Eligible sources include single-family homes, seasonal dwellings, multi-unit residential buildings, public & private schools, specified retirement & long-term care homes and specified public spaces;
- Designated materials will likely be added into the program, not removed;
- Bluewater Recycling Association is the awarded collection contractor, and blue wheely bins will be provided to all existing eligible sources for the post January 1, 2026 program;
- Items still to be determined include collection of non-eligible sources, convenience depot located at our landfill, changes to some of the materials included/not included in the program and public education and communication.

8. Active Transportation Advisory Committee (ATAC) Update

Vicky Trotter provided an update from the October 23, 2024 ATAC meeting:

Energy & Environment Advisory Committee
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- the Avon Trail blazing through the city has been approved by Council and will be completed in the spring;
 - the sign for the Avon Trail has been installed in Confederation Park;
- the new bike racks have been purchased for the downtown core – red metal hearts and black metal circles and Public Works is assisting with final locations;
- a working group is being created to work with Cycle Stratford on the cycle route through the city and how to proceed forward with getting that signed and cost-sharing options.

Mike Sullivan stated that the province is looking at a round-a-bout or lights at Road 111 and Ontario Street and has stated to him that they do not have a mandate for active transportation and they require the City to talk to them about it. To his knowledge, the City has not had a discussion with them about active transportation in the area of the new development. He questioned what the City is intending to do with the province to make sure that this intersection is built appropriately.

Ms. Trotter stated that after the discussion at the last meeting, questions and concerns from ATAC were taken back to staff to answer.

Mr. Sullivan has been in contact with the Province and they take the position that this is a highway project and if the City wants to install appropriate active transportation measures, they will have to speak to the Province.

Councillor Burbach stated she would also like to see active transportation taken into consideration and noted that the new subdivision will also be connected through Douro Street, not just on Road 111 to the highway.

9. Business Arising from Previous Minutes

9.1 Update on Remaining 2024 Projects and Budget

- as discussed, the second half of the boardwalks are outstanding and materials will be purchased prior to year-end;
- (2) Turtle signs will be purchases, depending on remaining budget;
- boot brush for T.J. Dolan will be purchased and the number purchased will also be based on how much of the budget is remaining;

- there is currently one outstanding invoice from UTRCA for the last round of native wildflower plugs that were planted.

Motion by Anita Jacobsen

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee spends \$949.20 for the purchase of native wildflower plugs. Carried

9.2 Climate Conversation Updates

Felicity Sutcliffe updated members on the most recent Climate Conversation event on transportation in Stratford held on October 24, 2024.

It was a great event with over fifty people attending and the presentations were very detailed and informative. Mike Mousley – Transit Manager, Nathan Bottema – Project Engineer and Pete McDonald from Cycle Stratford all spoke at the event. It was helpful to have City staff attend and explain plans and projects that are being worked on to residents. It gave citizens the opportunity to voice their concerns about transit, bike lanes, road conditions, EV challenges, safety of walking and ideas to reduce pollution.

Ms. Sutcliffe shared a written summary of the event to E&E members.

Mike Sullivan inquired if there was much discussion regarding the province's recent stance on bike lanes. Ms. Sutcliffe stated that it was talked about and if people want to lobby against Bill 212 or make your feeling known you can visit Cycle Stratford's site for a link to do so.

The next Climate Conversation is being held on November 28, 2024 at 7:00 p.m. and will be held at the Army & Navy.

10. New Business

10.1 Motion Update

Vicky Trotter reported that in 2022 E&E passed a motion recommending that City Council undertake a formal review of the secondary plans for the Official Plan and make recommendations for a revision based on a climate lens.

There is a new Director of Building & Planning and they have been closely reviewing the Official Plan and keeping Ms. Trotter up to date stating that the

City's secondary plans need to be addressed, even as part of the discussion papers, and will be discussed at their next meeting.

Mike Sullivan inquired about an update on the motions made at the last E&E meeting regarding take out container tax, restricting new developments to not use fossil fuels. Ms. Trotter stated that staff is currently working on the recommendations and updates will be provided at a future meeting once they have information. Motion updates will be a standing item on the monthly agenda to provide any of these outstanding updates. Ms. Trotter stated that she has compiled a list of any outstanding motions from 2022 to present. Mr. Sullivan inquired about a 2021 recommendation regarding Transit fares being free in the City of Stratford and there has never been a response from the City. Councillor Burbach stated that the issue has been discussed at City Council many times during budget deliberations under the fees and charges by-law. This information may not have been relayed to E&E at the time. Ms. Trotter will do some investigating and see what the most recent discussion regarding this matter was and bring any information she finds back to the committee.

Felicity Sutcliffe stated that there was some discussion at the last meeting to invite the Director of Building & Planning to an upcoming E&E meeting to discuss fossil fuels being used in new developments. Ms. Trotter has contacted Director Adam Betteridge, and he is working on preparing information for the committee.

10.2 Green Municipal Funds

Mike Sullivan inquired if the City has applied for Green Municipal Funds – Climate Ready Plans and Processes and if so, will the City be receiving any funds.

Sadaf Ghalib stated that the City has received funding from other streams of the Green Municipal Funds, not this one specifically. For seven City facilities, they applied to GMF for a greenhouse gas emission feasibility study for previous emitters of corporate owned facilities. They did receive funding to do the feasibility study, which is underway now. They will ideally receive recommendations from the consultant in quarter one of 2025. Based on the feasibility study, they would be in a position to apply for capital project funding for doing the work. In the 2024 budget, the City did contribute \$60,000.00 and the rest was granted by the Green Municipal Fund in the amount of \$200,000.00.

Regarding the Climate Ready Plans & Processes funding stream, staff is currently exploring various funding opportunities, including this one. They are identifying if there will be budget funds that the City can contribute as part of the grant application requirements. The deadline for this grant is November 29, 2024.

10.3 Special Meeting

Mike Sullivan inquired if a special E&E meeting should be called to discuss the budget, as it will be too late if they wait until the December 5, 2025 meeting. It would be helpful to review the draft budget and provide Sadaf Ghalib with a list of important items for consideration. Ms. Ghalib has prepared a draft budget and will be presenting her budget proposal with Council, which she can share with E&E members once it has been presented to Council.

Ms. Trotter stated there is a budget open house being held on November 18, 2024 from 4-7 p.m. and there will also be multiple community pop-ups in the community.

If the committee chooses to make a recommendation regarding the budget, it will go directly to the finance committee as it is regarding the budget. As an example, Mike Sullivan noted that there is a plan to repave some trails with asphalt and questioned why porous pave is not being used. Ms. Trotter stated that it may be for accessibility reasons or may be cost prohibitive to do the trail. These are the types of questions that can be asked directly to staff and councillors at the budget open house. Alternatively, members can directly e-mail councillors with their concerns, suggestions or questions.

Felicity Sutcliffe clarified that if the members reviewed the budget and voted on December 7, 2024 to support staff on their budget items or if they had additional items, there would still be time for the recommendations to go to Finance on December 9, 2024. Ms. Trotter and Councillor Burbach both stated that this could be done.

Councillor Burbach inquired if members would like to hold an additional E&E meeting prior to the December 5, 2024 regular meeting date. At this time, the committee did not vote to hold an additional meeting.

11. Upcoming Events

- Climate Conversation Series:

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November 7, 2024

- Buildings, Land Use and Adaptation – November 28, 2024
(This event will be held at the Army & Navy – 7:00 p.m.)

12. Date of Next Meeting

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, December 5, 2024, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

13. Adjournment

Motion by Ken Clarke

Seconded by Felicity Sutcliffe

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

Meeting Start Time: 4:07 P.M.

Meeting End Time: 5:39 P.M.

Active Transportation Advisory Committee
November 27, 2024



Active Transportation Advisory Committee

MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, November 27, 2024, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: David Daglish – Chair Presiding, Councillor Harjinder Nijjar, Pat Ranney – Cycle Stratford, Christine Lee – Avon Trail Rep, Kelley Teahen, John Lewis, Councillor Jo-Dee Burbach

Staff Present: Vicky Trotter – Council Committee Coordinator, Nick Sheldon – Project Manager, Casey Riehl – Recording Secretary

Regrets: Inspector Jason Clarke

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

Reading of the Land Acknowledgement and Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

3. Welcome New Member Kelley Teahen

Members and staff introduced themselves.

4. Adoption of Previous Minutes

Motion by Councillor Nijjar

Seconded by Pat Ranney

THAT the minutes from the Active Transportation Advisory Committee meeting dated October 23, 2024 be adopted as printed. Carried

5. Business Arising from Previous Minutes

5.1 Festival Route Working Group Appointments

Pat Ranney reported that there are 3-4 Cycle Stratford members, including herself, that are interested in participating in the working group when it is formed. Kelley Teahen inquired if the route is geared towards residents or tourists. Pat Ranney stated that these details will be discussed as part of the working group to determine the best options for residents and for visitors. Consulting with Destination Stratford will be a valuable aspect for planning this project. Part of the discussion will also involve fundraising options. David Daglish volunteered to be a part of the working group. Vicky Trotter will forward the previous Cycle Stratford presentation on the proposed Festival Route to new members. The working group will plan to meet after the 2025 budget has been approved later in January and will report back to the ATAC at their monthly meetings with any updates.

5.2 Safety Concerns Crossing Ontario Street at York Street

Councillor Burbach discussed the area near Ontario and York Street, specifically the large intersection where Church Street/St. Andrew Street/Ontario Street meet. There is a downtown traffic improvement study, which identifies this intersection as a problem area, largely due to the proximity of the middle school. The consultant's solution for the area is to make the intersection smaller by filling in some of the street in front of the Courthouse to create a boulevard. This may help the traffic on Church Street but may not assist with traffic at the Church and Ontario Street intersection.

Some suggestions that the ATAC member discussed was the possibility of a roundabout in this area to slow down traffic, which are not necessarily pedestrian or cycle friendly, other than it does narrow the street.

Kelley Teahen noted that the problem with this area is safe pedestrian crossings, not necessarily cycling lanes. It is a high volume pedestrian area for residents, students and visitors and how do you safely connect the west and east sides. How can you safely install a pedestrian crossover on a provincial highway and where would be the safest place. Christine Lee suggested warning lights ahead of a pedestrian crossing, such as the ones on the highway in New Hamburg, would be beneficial in this instance.

Another option discussed was improving the pathway under the Huron Street Bridge. However, it needs a lot of work to make it accessible and how do you make it a visible crossing option for visitors who may not know it exists.

Members agreed that requesting a study for this area would be the logical first step in moving forward with this issue.

Motion by Christine Lee

Seconded by Kelly Teahen

THAT the Active Transportation Advisory Committee recommends staff review the possibility of a pedestrian crossing at Huron Street and York Street during the redesign of the Huron Street/St. Andrew Street/Church Street intersection;

AND THAT a warrant be completed to determine the feasibility of the project. Carried

Nick Sheldon explained that in the Transportation Master Plan there are currently (16) locations identified for pedestrian crossovers. Staff is focused on getting those ones completed as part of the Plan.

5.3 Pedestrian Access on Road 111 and Highway 7/8

Nick Sheldon noted that there was an inquiry at the last meeting if new subdivisions have requirements for bike lanes, pedestrian access or multi-use trails. All new subdivisions do have requirements for sidewalks and bike lanes and multi-use trails are location specific. These are determined as part of the draft plan process for the subdivision. Speed and volume of traffic determines what type of bike lanes are installed.

Another question raised was inquiring how Premier Ford's announcement impacts Stratford's Transportation Master Plan. Mr. Sheldon noted that currently there are three proposed projects in the Plan that would be impacted. There would be an additional step for the approval process to get them installed. This does not necessarily mean that the projects will not get done, it means the process has changed.

Councillor Burbach has reviewed the preliminary design and environmental assessment, which was made available on November 20, 2024. They are recommending a signalized intersection at Road 111 and Hwy 7/8, not a roundabout. On the preliminary design, it does not indicate details on pedestrian or cycling infrastructure. The City of Stratford borders up to the intersection and Perth East Township borders the other sides. People can submit feedback and comments for the next (30) days at www.highway7and8perthcountyroad.com

For the development of the subdivision, the intent is to try and keep most pedestrians and cyclists off the highway and redirected out the CH Meier

entrance/exit. There is feedback from the MTO to keep any City infrastructure off their corridor, such as water mains, sewers, etc.

6. New Business

6.1 Advanced Pedestrian Signals

Kelley Teahen inquired if advanced pedestrian signals at intersections are listed on the Transportation Master Plan. Ms. Teahen also inquired how many of the locations have the voice-activated signals and how are they maintained.

Nick Sheldon explained that there are different styles of audible crossings. One has two different sounds indicating to cross or not and another that is currently a trial, which has audible directions.

Councillor Burbach inquired if it is possible to install overhead lights on the pedestrian crossovers. She has received some feedback that it is difficult at night to actually see the people crossing, even though the flashing lights are flashing. Nick Sheldon stated that overhead lighting is not part of the installation, however it is valuable feedback.

6.2 Annual Reports

As Chair, David Daglish will be submitting an annual report for the ATAC next month to Council. Vicky Trotter will forward all the recommendations that ATAC has made this year. If any members have accomplishments that could be included in the report, please forward them to Mr. Daglish to be included.

6.3 Statistics on Vehicle, Pedestrian and Cycling Traffic

Christine Lee inquired if the City of Stratford has ever considered using a tracking system that can track people, cars, bikes, etc. to gain information on traffic. It has been used on the Guelph to Goderich Trail and has given them valuable information. These types of systems use tracking linked to cell phones. No personal information is accessed, it is strictly based off cell tower pings to note locations. Councillor Burbach noted that many cities use a similar program to collect information for tourism.

David Daglish thanked John Lewis for all his work on the Active Transportation Advisory Committee and wished him well as this is Mr. Lewis' last meeting for this term.

7. Date of Next Meeting

The next ATAC meeting is scheduled for Wednesday, January 22, 2025 at 7:00 p.m. at the Stratford Rotary Complex in the Mansbridge Room.

8. Adjournment

Motion by Councillor Nijjar

Seconded by Christine Lee

THAT the November 27, 2024 ATAC meeting adjourn. Carried

Start Time: 7:00 P.M.

End Time: 8:10 P.M.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, December 3, 2024, at 11:30 a.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Kathleen Barry, Councillor Bonnie Henderson, Andy Mark, Brittany McCabe, Jen Weber

Staff Present: Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Joan Jones

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:51 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. Welcome New Members

Roger Koert welcomed new members Jen Weber and Brittany McCabe. Members and staff introduced themselves.

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4. **Election of 2024/25 AAC Committee Chair and Vice-Chair**

Staff declared nominations open for the 2024/25 Chair of the Accessibility Advisory Committee. Diane Sims nominated Roger Koert.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Jamie Pritchard

Seconded by Andy Mark

THAT the nominations for the 2024/25 Accessibility Advisory Committee Chair be closed. Carried

Roger Koert indicated that he would allow his nomination to stand.

Motion by Andy Mark

Seconded by Diane Sims

THAT Roger Koert be elected as the 2024/25 Chair of the Accessibility Advisory Committee. Carried

Staff declared nominations for the 2024/25 Vice-Chair of the Accessibility Advisory Committee open. Andy Mark nominated Diane Sims.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Jamie Pritchard

Seconded by Councillor Henderson

THAT nominations for the 2024/25 Accessibility Advisory Committee Vice-Chair be closed. Carried

Diane Sims indicated that she would allow her name to stand.

Motion by Andy Mark

Seconded by Councillor Henderson

THAT Diane Simes be elected as the 2024/25 Vice-Chair of the Accessibility Advisory Committee. Carried

5. **Adoption of the Previous Minutes**

Motion by Jamie Pritchard

Seconded by Diane Sims

THAT the minutes from the Accessibility Advisory Committee meeting dated November 5, 2024 be adopted as printed. Carried

6. Delegate:

Kylie Wasser, Director, Sport Development & Tourism, provided an update on the SERC track and accessibility improvements for the site.

Kylie Wasser discussed the Sport Tourism Office and her role in projects and events in the future. Ms. Wasser stated she works directly for Destination Stratford, in direct partnership with the City's Community Services Department. She brings with her a great deal of background in sport tourism and a passion for inclusion and accessibility for everyone.

Ms. Wasser noted the current SERC field and track serves as a sport development mechanism locally, however it is not used for sports tourism. Aspects of it are not regulation size and it is not accessible. The site requires a full overhaul to make it accessible and Ms. Wasser is working closely with Community Services staff to design the track improvements and the surrounding area.

Ms. Wasser has already prepared and submitted various grant applications for the site to assist with the track and the infrastructure of the site. City staff has been connected with the number one supplier of tracks in North America that can assist with designing a fully accessible, 8-lane, competition standard, AODA OFSAA-compliant track. This will include any paving to ensure that anyone can access it from any pathway.

Ms. Wasser has offered to keep Roger Koert up to date with information regarding budget, grant updates and design options. She is also in the process of solidifying a partnership with the University of Waterloo around accessibility for students to pitch accessibility upgrades as part of their curriculum. Once final Community Services budgetary approvals have taken place, plans can move forward with a final end date for the completion of the project by March 2027. The track portion will likely be one of the first projects.

Councillor Henderson inquired if funds will be available to assist with accessible playgrounds in Stratford. Ms. Wasser noted that for this project specifically, the SERC playground area will be included in the new development. Ms. Wasser has considered the other parks within the City and will possibly include them in the partnership with the University of Waterloo.

Jamie Pritchard volunteered to assist with the partnership with the University of Waterloo and perhaps see it expand beyond sport to include small businesses. Ms. Wasser stated that she has proposed a business accessibility development fund to help assist small businesses in making accessibility upgrades.

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Mr. Koert thanked Ms. Wasser for taking the time to attend the meeting and provide updates on the future development plans for the SERC site.

Kylie Wasser is no longer present at the meeting at 12:34 p.m.

7. Infrastructure Services Update

Nathan Bottema, Project Engineer provided the following update:

- The asphalt and concrete subcontractors have paused work due to snow. Many of the remaining projects will now be carried over to the spring.

Jamie Pritchard stated that he wanted to thank staff for all their work clearing Market Square of snow for the market on the weekend.

8. Site Plan Review Sub-Committee Update

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

- National Stadium - washrooms
- 525 O’Loane Avenue – proposed subdivision
- 22 Wingfield Avenue – adjustments to a private dwelling
- 662-666 Ontario Street – proposed new Starbucks
- 9 Humber Street – additional commercial building
- 463 Mornington Street – addition to accommodate kennel for dog breeding
- 632 Lorne Avenue – new fencing

Roger Koert inquired if on future Review Sub-committee reports, that the members and staff who are in attendance at the meeting could be listed.

9. Update from the Accessibility, Diversity & Inclusion Coordinator

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

- update from the recent ONAP Fall conference;
- suggestions for upgrading the transit processes for mobility bus users;
- Gabby Rodriguez, Accessibility, Diversity & Inclusion Coordinator will be returning in January and will be attending the January AAC meeting;
- reviewing the ASC terms of reference to bring them up to date;
- recommendation to Council to consider AAC members be remunerated.

Roger Koert thanked Ms. Vaucrosson for all the work she has done for the AAC and wishes her all the best in her future endeavors.

10. Update from Council

Councillor Henderson previously shared with AAC members the items included in budget discussions regarding accessibility and reviewed the items with members at the meeting.

Roger Koert inquired with AAC members their experiences crossing the bridge to the Tom Patterson Island. Many members have had difficulties crossing the steep bridge to cross to the Island. Nathan Bottema explained that with the recent rehabilitation work that was done to the bridge, the physical life of the bridge was likely extended 20-25 years. Mr. Koert inquired if members would be interested in making a recommendation regarding the bridge's lack of accessibility to bring awareness to Council and staff.

Members noted that there is water access all around the Island and boats do not necessarily need to have clearance under the bridge, they can go around the other side of the Island. Mr. Koert stated that there would be a cost savings not having to rebuild the bridge that high.

Motion by Jamie Pritchard

Seconded by Jen Weber

THAT the Accessibility Advisory Committee recommends to Council that the current bridge to Tom Patterson Island be replaced with an accessible bridge that satisfies the City of Stratford's FADM, Section 4.5.2 Outdoor Recreational Facilities not to exceed the maximum slope of 1:20. Carried

11. Business Arising from Previous Minutes

11.1 Launch of the FADM with Perth-Huron Builders Association

Deferred to next meeting.

11.2 Update on Annual Accessibility Award Presentation

Roger Koert reported that the presentation to the Festival Theatre at Council last Monday evening went well. The theatre is not only focusing on visible disabilities, but also invisible disabilities. Mr. Koert also addressed Council regarding the importance of implementing FADM and AODA goals in the City.

11.3 Update on Accessibility Audits for City of Stratford Facilities

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Oonagh Vaucrosson reported that there are audits to be scheduled for Family Services and the Stratford Library.

11.4 Update on Doorbell Program and AAC Promotional Items

Jamie Pritchard reported that the doorbell kits have been put together and some businesses have been notified to pick their kits up. The promotional items have been ordered and will be invoiced prior to year-end.

11.5 Police Station Update

Diane Sims reported that the work on the front entrance and ramp has come to a halt and the contractors are not currently working on it. Ms. Sims has sent an e-mail to Chief Skinner for an update.

12. New Business

None noted.

13. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, January 7, 2025, at 11:30 a.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

14. Adjournment

Motion by Brittany McCabe

Seconded by Jen Weber

THAT the December 3, 2024, Accessibility Advisory Committee meeting adjourn. Carried

Start Time: 11:51 A.M.

End Time: 1:08 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on December 5, 2024 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W, Stratford ON

Committee Members Present: Felicity Sutcliffe, Councillor Jo-Dee Burbach, Anita Jacobsen, Zach Kritzer, Mike Sullivan, Ken Clarke, Geoff Krauter, Councillor Larry McCabe, Anna Stratton, Julia Schneider, Linda Wakenhut

Staff Present: Vicky Trotter – Council Committee Coordinator, Emily Skelding – Supervisor of Waste Operations, Casey Riehl – Recording Secretary

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

1. Call to Order

Councillor McCabe, Chair called the meeting to order at 4:03 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. Welcome New Members

Councillor McCabe welcomed new members Anna Stratton, Julia Schneider and Linda Wakenhut. Members and staff introduced themselves.

4. Election of 2024/25 Committee Chair and Vice-Chair

Staff declared nominations open for the 2024/25 Chair of the Energy & Environment Advisory Committee. Mike Sullivan put forward his name for Chair.

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Staff asked if there were any further nominations. No further nominations were made.

Motion by Ken Clarke

Seconded by Geoff Krauter

THAT the nominations for the 2024/25 Energy & Environment Advisory Committee Chair be closed. Carried

Mike Sullivan indicated that he would allow his name to stand.

Motion by Julia Schneider

Seconded by Geoff Krauter

THAT Mike Sullivan be elected as the 2024/25 Chair of the Energy & Environment Advisory Committee. Carried

Staff declared nominations for the 2024/25 Vice-Chair of the Energy & Environment Advisory Committee open. Councillor Burbach nominated Anna Stratton.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Geoff Krauter

Seconded by Councillor McCabe

THAT nominations for the 2024/25 Energy & Environment Advisory Committee Vice-Chair be closed. Carried

Anna Stratton indicated that she would allow her name to stand.

Motion by Councillor Burbach

Seconded by Geoff Krauter

THAT Anna Stratton be elected as the 2024/25 Vice-Chair of the Energy & Environment Advisory Committee. Carried

Mike Sullivan will now commence chairing the meeting.

5. Adoption of Previous Minutes

Motion by Geoff Krauter

Seconded by Anita Jacobsen

THAT the minutes from the Energy & Environment Advisory Committee meeting dated November 7, 2024 be adopted as printed.

6. Working Group Updates:

Ecological:

Anita Jacobsen provided the following updates from the Ecological Working Group:

- In mid-November, Craig Merkley, Quin Malott – Cemetery, Parks & Forestry Manager, Rob Davies – UTRCA and Ms. Jacobsen met to discuss how to coordinate their various efforts to follow the invasive species plan for the upcoming year. Possibly creating a formal agreement between the City and the UTRCA regarding the control of phragmites and Japanese knotweed moving forward, collaborating to produce year-end reports for the City regarding efforts to control invasive species;
- Experimentation in T.J. Dolan has been completed to try to control the larger buckthorn trees. A weed wrench was previously used to pull out saplings (up to 2”) any larger it does not work. They cut the buckthorn at ground level and covering them up with a small sheet of thick black poly to block any sunlight and then covered that with mulch as well. This prevents any sunlight getting to the cut stump of the buckthorn and it should just die;
- SDSS has built two sections of the boardwalk and they are ready to be installed in T.J. Dolan once they can access the area better. The shipment of lumber for the next round of board walks has been sent to the school to start the next sections. Each section is 16 ft. long. There are no plans to keep the boardwalks cleared in the winter months, as it is not a maintained trail through T.J. Dolan;

Councillor Burbach reported that during the recent budget discussions, there is \$10,000.00 allocated to executing the Invasive Species Management Plan included in the 2025 Community Services budget. This is in addition to the funds that E&E has requested.

Councillor Burbach also reported that it has been determined that the water at the John Street weir is healthier when the stop logs are not in and the water can flow freely. However, the UTRCA stated that they cannot leave the stop logs out as they have always been in the weir. An environmental assessment will be required in order to leave the stop logs out. The City included \$40,000.00 in the draft 2025 budget to make some minor changes to the weir and place the stop logs back in.

7. Manager of Climate Change Programs Update

Deferred to January meeting.

8. Supervisor of Waste Operations Update

Emily Skelding, Supervisor of Waste Operations provided an overview of the 2025 Draft Waste Operating Budget and was available for questions. The presentation included:

- key activities planned for 2025;
- new initiatives planned for 2025;
- significant variances of the 2025 proposed budget vs. the prior year budget.

Linda Wakenhut inquired if Stratford could be more progressive with their recycling efforts, for example, cups or other containers that you may receive from restaurants. Mike Sullivan stated that he has previously raised the idea of charging a tax on drink containers. A management report regarding the E&E recommendation on a take-out container levy program will be going to Council in the new year.

Geoff Krauter recommended the I.C.I. Waste Working Group could re-form and collect information regarding this initiative. If any E&E members are interested in restarting the working group, there can be further discussion at the January meeting.

Larry McCabe noted that many small restaurants currently use Friendlier Company and biodegradable containers for take-out. The restaurant community in Stratford is at the forefront of environmental issues, dating back to the slow food market in the 1990's. It is less likely to have large chain restaurants participate in programs such as these.

9. Active Transportation Advisory Committee (ATAC) Update

Vicky Trotter stated the committee reviewed and finalized the remaining 2024 budget purchases.

Councillor Burbach noted that the intersection at Road 111 and Hwy 7/8 will be a signalized intersection. A detailed design has not yet been provided showing the pedestrian infrastructure. There is a website that people can provide feedback and comments regarding the project by the deadline of January 3, 2025.

Mike Sullivan stated that he was informed that if the City of Stratford wants to have pedestrian and cycling infrastructure, they would need to submit a request. Councillor Burbach stated that this is a difficult intersection as it is an MTO project that borders Perth East and the City of Stratford.

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10. E&E Committee Motions Update

Vicky Trotter, Council Committee Coordinator, provided the following update on previous E&E motions:

October 3, 2024 meeting:

The Director of Building and Planning is drafting a memo to E&E regarding fossil fuels and new developments. Once the memo is complete it will be forwarded to the committee for their information.

The Energy & Environment Advisory Committee requested Stratford City Council direct staff to investigate the legislative regulations of a take-out container levy program for the City of Stratford. A management report is going to Council for their direction to either move forward on the recommendation or file it. Ms. Trotter anticipates this report will go to Council in January at the earliest.

November 7, 2024 meeting:

The Energy & Environment Advisory Committee recommended a student position be added to the Community Services Department staffing for the summer of 2025 to implement the Invasive Species Plan and that grant funding opportunities be reviewed to fund the position.

The committee also recommended that staff look into the Canada Summer Jobs grant for the recommended student position for the Community Services Department for the summer of 2025 to implement the Invasive Species Plan.

Director Wolfe responded that budgets have already been put in and this was not brought up during their deliberations. Unless a grant or funding elsewhere is available, they will not be hiring an additional student. Requests of this nature will need to come in sooner to give staff a chance to build it into their workplace. Staff are already looking at Canada Summer jobs grants to help fund existing student positions.

Ms. Trotter stated that if E&E members would like to see this additional student position added in the future, they could make a recommendation to Community Services in the spring to have it considered in deliberations.

Six heavy duty boot brushes were purchased and delivered. They are currently at the Clerk's Office for installation in the spring and will be paid for out of the 2024 budget.

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Turtle crossing signs for Romeo Street have been ordered and will also be paid for out of the 2024 budget.

Staff reviewed minutes back to 2020 to confirm a previous E&E motion regarding free transit and a previous motion was not found in any minutes. If the committee wishes to make a current recommendation to Council on this issue they can do so.

Mike Sullivan stated that the City of Orangeville has now done this successfully and they are the same size as Stratford. Ms. Trotter noted that the City of Orangeville received funding from the County of Durham to help decrease the costs.

Julia Schneider recommended that Council consider re-assessing their times for transfers. If they could be extended to allow people more time to make stops, it may encourage ridership. Ms. Trotter will confirm current transfer times with the Transit Manager and inquire if there has been any consideration to extending the times and report back to the committee.

Felicity Sutcliffe inquired if there will be any future free days to ride the bus, like they recently had for International Transit Day. Ms. Trotter will inquire about this with the Transit Manager and ask if there are also stats on any previous free days that have been offered.

11. Business Arising from Previous Minutes

11.1 Climate Conversations Update

Felicity Sutcliffe updated members on the November 28, 2024 Climate Conversation on buildings, land use and adaptation. There were great speakers and the event was well attended. Ms. Sutcliffe reviewed some of the issues discussed and provided written notes to E&E members.

11.2 2025 Budget and Climate Lens

Mike Sullivan reviewed some items that he had forwarded to staff for discussion including:

- an update on the study which was completed of the feasibility of heat pumps in the arenas;
- only two vehicle purchases included in the 2025 draft budget are electric;

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- draft budget for the Planning Division notes an emphasis on environmentally responsible development, what does this mean for fossil fuels for heat and hot water;
- what actions in the Climate Change Action Plan are feasible;
- what involvement does the Manager of Climate Change Programs have with the Grand Trunk Renewal, development of the storm tax, geothermal heating and water study.

Highlights of the discussion included:

- Councillor Burbach reported that there has been discussion at Council regarding heat pumps in the arenas and staff is going to prioritize the use of heat pumps and solar options as much as possible;
- Councillor Burbach stated two more electric vans have been included for expansion requests;
- extensive discussions took place at the budget meetings around the various pros and cons of electric vehicles depending on their planned usage;
- environmental studies will need to be completed on the Grand Trunk site for sensitive use, such as building housing on the site;
- the expansion request for climate change was defeated at the Finance Committee Budget meeting;
- Anna Stratton noted that it is wonderful to see that there is a climate lens being used throughout the budget and questioned how it is being monitored and what resources are being put towards monitoring the climate lens affecting each part of the budget;
- Mike Sullivan stated that an expansion request for additional communications staff was included in draft budget;
- Mr. Sullivan suggested splitting the Communication Coordinator position and the Community Energy Liaison;
- Councillor Burbach and Councillor McCabe will discuss splitting the FTE funds at the December 9, 2024 meeting.

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Motion by Anna Stratton

Seconded by Geoff Krauter

THAT the Energy & Environment Advisory Committee recommends to the Finance and Labour Relations Committee the expansion request for a full-time Communication Coordinator be split between the Communication Coordinator and the Community Energy Liaison to help advance community wide outreach and programming stemming from the Community Climate Action Plan. Carried

12. New Business

None Noted.

13. Upcoming Events

Climate Conversations:

- Alternative Energy Options – January 23, 2025 @ 7:00 p.m.
- Waste Not, Want Not – February 27, 2025 @ 7:00 p.m.
- Natural Assets – March 27, 2025 @ 7:00 p.m.
- Walking the Talk of a Green City – April 24, 2025 @ 7:00 p.m.
- Industry & Circular Economy – May 22, 2025 @ 7:00 p.m.

14. Date of Next Meeting

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, January 2, 2025, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

15. Adjournment

Motion by Councillor Burbach

Seconded by Geoff Krauter

THAT the December 5, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:03 P.M.

Meeting End Time: 6:10 P.M.