



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

MINUTES

Date: November 26, 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, Neil Anderson - Director of Emergency Services/Fire Chief, Audrey Pascual - Deputy Clerk, Miranda Franken - Council Clerk Secretary, Emily Skelding – Supervisor of Waste Operations, Autumn Loosemore – Interim Manager of Climate Change Programs

1. Call to Order

The Chair called 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

No disclosures of pecuniary interest were made by a Member at the November 26, 2025, Infrastructure, Transportation and Safety Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Supervisor of Waste Operations

4.1 Stratford Landfill Public Input Invite November 2025 (ITS25-027)

Staff Recommendation: THAT Council consider any comments received as part of the Stratford Landfill Public Input November 2025;

AND THAT the report on the Stratford Landfill Public Input November 2025 (ITS25-027), be received for information.

Sub-committee Discussion: Discussion occurred between Sub-committee and staff. Highlights included the following:

- a Member noted there having been a comment about the long lines for hazardous waste days at the Stratford Landfill;
- staff noted the Province limiting landfill drop offs to Saturdays; and
- an application having been submitted to the Province for an expansion of the times and days permitted with staff awaiting a reply.

Motion by Councillor Hunter

Sub-committee Recommendation: THAT Council consider any comments received as part of the Stratford Landfill Public Input November 2025;

AND THAT the report on the Stratford Landfill Public Input November 2025 (ITS25-027), be received for information.

Carried

5. Report of the Council Committee Coordinator

5.1 Encroachment Application for 23 Albert Street (ITS25-026)

Staff Recommendation: THAT the request for an encroachment onto municipal property of the lighting and sign at 23 Albert Street be approved;

THAT an annual fee of \$50.00 adjusted yearly by the CPI, be added to the property tax bill for 23 Albert Street for the encroachment agreement;

THAT the owners be required to apply for an awing permit for the two (2) awnings within six months from the date of approval of the encroachment;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 23 Albert Street.

Motion by Councillor McCabe

Sub-committee Recommendation: THAT the request for an encroachment onto municipal property of the lighting and sign at 23 Albert Street be approved;

THAT an annual fee of \$50.00 adjusted yearly by the CPI, be added to the property tax bill for 23 Albert Street for the encroachment agreement;

THAT the owners be required to apply for an awing permit for the two (2) awnings within six months from the date of approval of the encroachment;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 23 Albert Street.

Carried

6. Department Update

Sub-committee Discussion: The Director of Infrastructure Services introduced the Interim Manager of Climate Change Programs and staff provided highlights on the Department Update as follows:

- a Member asked how recycling collection will work regarding downtown non eligible sources with non eligible businesses sharing a property with eligible residential apartments;

- staff replied the regulation is that the residential unit is eligible but the business below is not with business waste not to be put in waste receptacles intended for the above residential units;
- the City having extended non eligible collection from January to October, 31, 2026 and intending to deliver downtown carts in the downtown core;
- staff noted mandatory pricing including garbage, green bin and leaf waste with there having been a non mandatory option to price the collection of non eligible sources including business, churches and others in the Curbside Waste Collection Contract brought to the September 22 Council meeting;
- as awarded this option was not included as there had been indication the Province may include these;
- it was noted at a Provincial meeting on September 30, 2025 this inclusion was not adopted;
- staff will be bringing a report to council in coming months for direction on non eligible sources after October 31 and what is to be included;
- a Member asked how to direct residents living above their downtown business noting there not being space on the sidewalk for the new recycling bins;
- staff replied the City can work with residents in this circumstance case by case at this time and continue to use their smaller bins for the duration of the contract till October 2025 and;
- comments in this regard can be directed towards the Director of Infrastructure Services and the Supervisor of Waste Operations;
- the Avondale reconstruction project having been paved November 26, 2025;
- the Albert Street reconstruction has not been paved with staff aiming to have this done before winter sets;
- it was noted quality controls requiring certain considerations in paving and if these are not met the paving may have to be redone in the spring;
- a consultant having been hired to review work at Lorne Avenue and Downie Street with plans to tender in 2026;

- the division being ready for winter with the operational fleet doing shift work;
- the contractor for the O'Loane having equipment issues with the tunnelling machine having encountered boulders that have deteriorated the mechanism that slides through the tunnel;
- without this it being difficult to push new sections of pipe through the tunnel and there being a concern that if the tunnelling stops the machine could freeze delaying the project;
- a request in this regard for the extension of operating hours and for noise by-law exemption having been declined;
- staff are reviewing penalties in the contract with it being noted that tunnelling overnight is not allowed;
- should tunnelling stop and seize there may be a rescue required at a significant cost to restore the shaft;
- staff are hoping to rectify the issue in the next 24 to 72 hours and if not a follow up report will come to Council with anticipation that it could take weeks or months till work can continue;
- discussion was had between Members and staff regarding language noted in the contract that would account for these circumstances; and
- the discussion touched on noise, boulder expectations and requirements to keep the project on pace.

7. Advisory Committee/Outside Board Minutes

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

- Active Transportation Advisory Committee minutes of June 25, 2025 and September 24, 2025
- Accessibility Advisory Committee minutes of September 2, 2025 and October 7, 2025
- Energy & Environment Advisory Committee minutes of September 4, 2025 and October 2, 2025

8. Next Sub-committee Meeting

The December Sub-committee meeting has been cancelled in accordance with the approved 2025 Meeting Schedule. Information about 2026 Sub-committee meetings will be available at a later date.

9. Adjournment

Motion by Councillor Beatty

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

Carried

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:51 P.M.