



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

**Date:** May 26, 2021  
**Time:** 3:30 P.M.  
**Location:** Electronic Meeting  
**Sub-committee Present:** Councillor Vassilakos - Chair Presiding, Councillor Burbach - Vice Chair, Councillor Gaffney, Councillor Ingram, Councillor Sebben  
**Staff Present:** Taylor Crinklaw - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Tatiana Dafoe - City Clerk, Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk, Nathan Bottema - Project Engineer

To watch the Sub-committee meeting live, please click the following link: <https://stratford-ca.zoom.us/j/84240436487?pwd=emVRNHdQYStWaVhYNTZVRVdnWmtkdz09>

A video recording of the meeting will also be available on the [City's website](#) following the meeting. Pages

**1. Call to Order**

The Chair to call the Meeting to Order.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

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### 3. Delegations

None scheduled.

### 4. Report of the Director of Infrastructure and Development Services

#### 4.1. Lakeside Drive Transportation Review (ITS21-021)

5 - 14

Motion by \_\_\_\_\_

**Staff Recommendation:** THAT Staff discuss with Festival Theatre representatives the temporary road closure of Lakeside Drive for the month of August;

**AND THAT** Staff report back to Council regarding temporary road closure considerations.

### 5. Report of the Project Manager

#### 5.1. Queen Street Major Storm Trunk Sewer Public Engagement and Recommendation (ITS21-018)

15 - 20

Motion by \_\_\_\_\_

**Staff Recommendation:** THAT the description of the proposed design for the Queen Street Major Storm Trunk Sewer Project be received for information;

**THAT** the comments from the online public engagement session be received for information;

**AND THAT** the design for the Queen Street Major Storm Trunk Sewer Project be accepted and staff be authorized to proceed with construction tendering.

### 6. Report of the Deputy Clerk

#### 6.1. Vehicle Idling By-law Amendments (ITS21-017)

21 - 23

Motion by \_\_\_\_\_

**Staff Recommendation:** THAT By-law #133-2001 be amended to:

- reduce the permitted idling time to one (1) minute; and,
- remove the outside temperature exception for idling time limits;

**AND THAT** the Clerk be directed to bring forward a by-law to amend Vehicle Idling By-law #133-2001 to give effect to the proposed changes

contained in Report ITS21-017.

## 7. Report of the Energy and Environment Committee

### 7.1. Resolution to Phase Out Ontario's Gas Plants (ITS21-015)

24 - 25

Motion by \_\_\_\_\_

Staff Recommendation: THAT direction of City Council be given with respect to the Energy and Environment Advisory Committee resolution.

## 8. Report of the Fire Chief

### 8.1. 2021 FedDev Ontario Airport Grant (ITS21-016)

26 - 30

Motion by \_\_\_\_\_

Staff Recommendation: THAT the report of the Fire Chief (ITS21-016) be received for information;

AND THAT City Council approve the application for FedDev grant funding in the amount of \$1.5 million for taxiway expansion at the Stratford Municipal Airport.

## 9. Report of the City Clerk

### 9.1. Encroachment Application for 23-27-31 Avon Street (ITS21-020)

31 - 35

Motion by \_\_\_\_\_

Staff Recommendation: THAT the application to permit six parking spaces to encroach on municipal property by the owner of 23-27-31 Avon Street, specifically:

- One parking space on the Avon Street road allowance on the west side of the existing sidewalk;
- Two parking spaces on the Avon Street road allowance on the east side of the existing sidewalk;
- Three existing parking spaces on the McLagan Drive road allowance with curb stops to ensure that vehicles do not park or extend over the sidewalk, be approved;

AND THAT the annual fee of \$1,497.31, adjusted yearly by the CPI, be added to the property tax bill for 23-27-31 Avon Street, Stratford.

## 10. Capital Project Update

The Director of Infrastructure and Development Services to provide a verbal update on the status of various engineering capital projects.

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

The following Advisory Committee/Outside Board minutes are provided for the information of Sub-committee:

- Accessibility Advisory Committee minutes of April 6, 2021
- Energy and Environment Advisory Committee minutes of April 1, 2021

**12. Next Sub-committee Meeting**

The next Infrastructure, Transportation and Safety Sub-committee meeting is June 30, 2021 at 3:30 p.m.

**13. Adjournment**

Meeting Start Time:

Meeting End Time:

Motion by \_\_\_\_\_

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




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## MANAGEMENT REPORT

**Date:** May 26, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Taylor Crinklaw, Director of Infrastructure and Development Services  
**Report#:** ITS21-021  
**Attachments:** Report #COU20-126; Snippet of Stratford Downtown Traffic Study

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**Title:** Lakeside Drive Transportation Review

**Objective:** To provide Council an overview of the 2020 temporary road closures on Lakeside Drive, to present 2021 options for discussion, and to provide feedback from Stratford Festival accordingly.

**Background:** The implementation of the Lakeside Drive temporary road closures was in part the result on the ongoing emergency response to the pandemic and the recent cancellation of the 2020 Stratford Festival season. Council requested staff to assess temporary road closures on Lakeside Drive to vehicles. Initially, four options were reviewed: do nothing, full closure, closure of one lane, and make Lakeside Drive one-way only for cyclists and pedestrians. The intention of the closures was to encourage active transportation as well as to maintain physical distancing. Since the two metre physical distancing requirement is easily maintained for pedestrians on the sidewalk and boulevard the focus was more on providing a space for cyclists. On May 25, 2020, Council requested to proceed with closing both east and west lanes of traffic on Lakeside Drive from Waterloo Street to Queen Street on Weekends from Friday evenings until Monday Mornings. This program was in place from June 5, 2020 until after Labour Day, September 7, 2020.

Public Works staff arranged road closure setups at times that avoided overtime costs; Fridays at 3:30 p.m. for setup and 7:00 a.m. on Mondays for signage takedowns. Public Works staff implemented advanced warning signs to inform motorists of the closures and to reduce the number of cars turning around at the dead ends on Morenz Drive, North Street and Front Street; at Lakeside Drive.

During the July 27, 2020, Council meeting, staff presented a report on the success of the temporary road closures. Since the closures benefit cyclists the most it was the focus of the report. The assessment was conducted over a two week period in July and

there was an apparent increase of cycling traffic during the closures. The peak daily traffic count of 426 cyclists occurred on July 12, 2020, which nearly tripled the average weekday county of 153. There was also an 80% increase in cyclist traffic on weekends when compared to weekday traffic.

Public works recorded 14 weeks of setup, takedowns, overtime, signage and equipment, for this program at a total cost of \$9,500.

**Analysis:** The weekend road closures of Lakeside Drive from Waterloo Street to Queen Street achieved what it set out to do; promote active transportation and assist in providing physical distancing. Maintaining setup/breakdown to coincide within the Public Works regular shift hours was easier for management to arrange and kept costs down by limiting overtime. On occasion Public Works staff were called out for overtime to address signage issues, while the public was encouraged to report vehicle infringements to Stratford Police.

Alternative options discussed at the May 25, 2020 Council meeting are not recommended for further consideration at this time. A small section on the recently finalized Downtown Traffic Study looks at traffic considerations for Lakeside Drive. The findings of the limited assessment indicate that any changes to the current traffic orientation could have significant disruption at signalized intersections in the downtown core. Further analysis is recommended before considering larger scale closures.

The decision to consider temporary road closures was made at the same time the Stratford Festival decided to cancel the 2020 season. This will not be the case for 2021 as the Stratford Festival plans on hosting outdoor performances at both Tom Patterson and Festival theatres. Performances are currently set to start in late June and continue into late September. Vehicle volumes on Lakeside Drive and in Stratford in general this summer are anticipated to increase from what was observed last year. There is the concern that many of the attendees of the performances are from out of town and would be frustrated with any implemented road closures.

Staff reached out for comment from Stratford Festival and are waiting reply. As not to impede Stratford Festival early on in their new Outdoor Performance programs staff could discuss with Stratford Festival representatives about implementing temporary road closures on weekends for the month of August.

**Financial Impact:** The estimated cost for equipment, staff time and material to close down Lakeside Drive in the same manner as last year for the month of August is \$3,300.

## **Alignment with Strategic Priorities**

**Mobility, Accessibility and Design Excellence**

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle.

**Staff Recommendation: THAT Staff discuss with Festival Theatre representatives the temporary road closure of Lakeside Drive for the month of August;**

**AND THAT Staff report back to Council regarding temporary road closure considerations.**



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Taylor Crinklaw, Director of Infrastructure and Development Services



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Joan Thomson, Chief Administrative Officer



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## MANAGEMENT REPORT

**Date:** July 27, 2020  
**To:** Mayor and Council  
**From:** Michelle Pinto, Project Engineer  
**Report#:** COU20-126  
**Attachments:** None

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**Title:** May 26 2021 - COU20-16.docx

**Objective:** To review the weekend road closures on Lakeside Drive and present the data to Council.

**Background:** At the July 13 Council Meeting, the following motion was passed:

**THAT a review of the use of Lakeside Drive be referred to staff;**

**AND THAT a report be presented for Council's consideration by the end of July, 2020.**

The weekend road closures on Lakeside Drive between Waterloo Street and Queen Street began on June 5, 2020 and are planned to run until the end of August. This report summarizes how the closed road is being used based on bicycle and pedestrian data collected on two weekends in July.

**Analysis:** Bicycle and pedestrian data was collected at the east leg of the intersection of Lakeside Drive and Waterloo Street during the weekends of July 10-12 and July 17-19.

The counts were conducted with new Miovision equipment that has been installed at this traffic signal and at other traffic signals in the City. The equipment has several capabilities including being able to detect, track and count vehicles, pedestrians and bicycles. However, due to the limitations of the counting equipment and in the absence of conducting manual counts, staff were unable to accurately determine the number of pedestrians using the roadway on Lakeside Drive instead of using the walkway. Staff have the data to determine the number of pedestrians using the crosswalks at the intersection of Lakeside Drive and Waterloo Street, however, this does not provide a true count of the pedestrians using the roadway versus the walkway on the closed portion of Lakeside Drive.



Since the intention of the closure is primarily about creating space for cyclists as there is a large amount of green space for pedestrians on Lakeside Drive, the focus of the data in this report is on cyclists. The data is presented in the table below. Approximately 276 cyclists were using the roadway on average on the Saturdays and Sundays counted, during the times it was closed.

<b>Day</b>	<b># of Cyclists on the Roadway</b>	<b># of Pedestrians on the Walkway</b>	<b>Weather</b>
Friday, July 10	16 (after 3:30 p.m.)	No data	Rainy
Saturday, July 11	232	No data	Rainy (Morning), Sunny (Afternoon)
Sunday, July 12	426	No data	Sunny
Friday, July 17	101 (after 3:30 pm.)	1,042 (daily total)	Sunny
Saturday, July 18	245	1,037	Sunny
Sunday, July 19	204	660	Rainy

In comparison, the cyclist volumes on Lakeside Drive during the weekdays when the road is open to vehicles is presented in the table below. On average, 153 cyclists are using the roadway when it is open to vehicles during the weekdays.

<b>Date</b>	<b># Cyclists (24 Hour Daily Totals)</b>
Monday July 6	146
Tuesday July 7	191
Wednesday July 8	145
Thursday July 9	150
Wednesday July 15	166
Thursday July 16	120
<b>Average Weekday Cyclist Volumes</b>	<b>153</b>

**Financial Impact:** To date, approximately \$5,000 has been spent on the closures of Lakeside Drive, which includes \$4,220 of regular staff time costs, approximately \$120 of overtime costs, and the remaining \$660 for signage.

### **Alignment with Strategic Priorities:**

#### **Mobility, Accessibility and Design Excellence**

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle.

**Staff Recommendation: THAT the information provided in the report titled Review of Weekend Closures on Lakeside Drive (COU20-126) be received for the consideration of Council.**



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Michelle Pinto, Project Engineer



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Ed Dujlovic, Director of Infrastructure and Development Services



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Joan Thomson, Chief Administrative Officer

#### 4.4 Lakeside Drive One-Way Operation Assessment

The City's Cycling Master Plan recommends upgrading the existing trail running parallel to Lakeside Drive in the long term (11-20 years). As a short-term measure, the Cycling Master Plan recommends examining the feasibility of converting Lakeside Drive to one-way operation in the eastbound direction to accommodate on-street bike lanes within the existing road width. The City has therefore requested RVA assess the feasibility of converting Lakeside Drive to one-way operation, extending the one-way operation south to Ontario Street where Lakeside Drive intersects opposite Erie Street.

Under one-way operation in the eastbound direction, most traffic currently travelling south on Lakeside Drive towards Ontario street, opposite Erie Street, would likely be diverted to southbound on Waterloo Street towards Ontario Street. Upon reaching the Ontario Street at Waterloo Street intersection, most motorists will have two likely options:

- Turn right to travel westbound along Ontario Street in order to reach Downie Street (southbound), Erie Street (southbound), or to continue west on Ontario Street leaving the downtown core; or
- Continue south on Waterloo Street, through Ontario Street, and turning off at the multiple east-west roads intersection Waterloo Street or continuing to the southern extent of Waterloo Street at Downie Street.

RVA has analyzed two potential re-distribution scenarios for a 2030 horizon year:

1. **Concentrated Scenario:** 100% of redistributed traffic turning right from Waterloo Street onto Ontario Street, and subsequently travelling south on Downie Street, Erie Street, or west on Ontario Street, as shown in **Figure 13**; and
2. **Dispersed Scenario:** 50% of redistributed traffic follow the travel pattern as described in the Concentrated Scenario, and 50% continue south on Waterloo Street before dispersing out to all the numerous side street intersections, as shown in **Figure 14**.

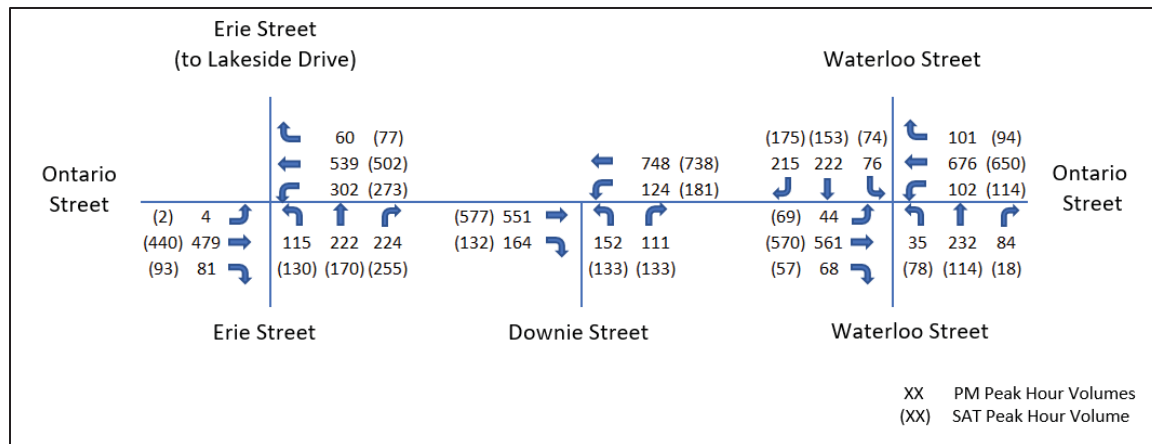


Figure 13: Volume Re-distribution - Concentrated Scenario

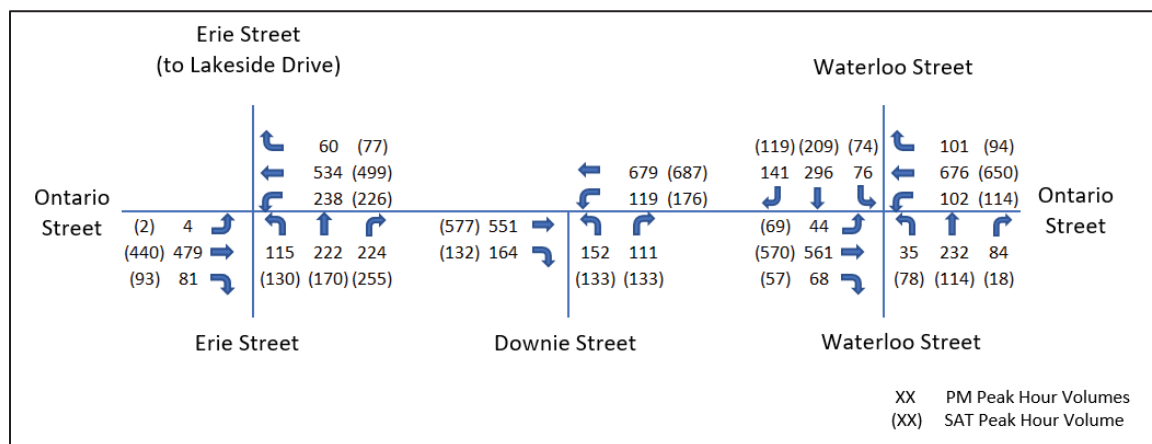


Figure 14: Volume Re-distribution - Dispersed Scenario

For the purpose of assessing the feasibility of the one-way conversion from a traffic operations perspective, RVA has undertaken a Synchro analysis for the signalized intersections along Ontario Street to assess their operations under the diversion scenarios and determine the traffic implications, if any.

**Table 8** and **Table 9** presents the intersection analysis results for the Concentrated and Dispersed re-distribution scenarios, respectively, at the signalized intersections along the Ontario Street corridor. The HCM output reports from the analysis is provided in **Appendix J**.

Table 8: Concentrated Scenario - Intersection Analysis Results

Intersection	Movement	Weekday PM Peak Hour			Saturday Peak Hour			Storage Length
		V/C	LOS	95 <sup>th</sup> Percentile Queue (m)	V/C	LOS	95 <sup>th</sup> Percentile Queue (m)	
Erie Street at Ontario Street	EBLTR	0.93	E	107m	0.77	D	81m	40m
	WBT	0.79	A	<1 veh	0.65	A	<1 veh	15m
	WBR	0.08	A	<1 veh	0.15	A	<1 veh	15m
	NBL	0.49	D	45m	0.79	E	64m	-
	NBT	0.79	E	92m	0.67	D	67m	-
	NBR	0.27	D	25m	0.22	D	25m	60m
Downie Street at Ontario Street	EBT	1.18	F	111m	1.29	F	129m	15m
	EBR	0.25	F	29m	0.10	F	23m	15m
	WBT	2.57	F	203m	3.40	F	194m	180m
	NBL	0.65	D	59m	0.44	D	47m	-
	NBR	0.15	D	16m	0.19	D	20m	-
Waterloo Street at Ontario Street	EBT	0.74	C	80m	0.85	C	99m	180m
	WBT	0.89	C	96m	0.87	C	88m	490m
	NBL	0.48	C	19m	0.59	C	36m	30m
	NBT	0.76	C	93m	0.29	B	16m	74m
	SBL	0.49	C	28m	0.28	C	24m	40m
	SBT	1.10	F	155m	0.83	D	102m	74m

The Synchro analysis results indicate the Concentrated Scenario, which assigns 100% of the re-distributed traffic westwards along Ontario Street from Waterloo Street, deteriorates intersection operations to unacceptable levels, with all three signalized intersections having several movements operating near or at-capacity with excessive queueing and significant travel delays.

Table 9: Dispersed Scenario - Intersection Analysis Results

Intersection	Movement	Weekday PM Peak Hour			Saturday Peak Hour			Storage Length
		V/C	LOS	95 <sup>th</sup> Percentile Queue (m)	V/C	LOS	95 <sup>th</sup> Percentile Queue (m)	
Erie Street at Ontario Street	EBLTR	0.93	E	106m	0.77	D	81m	40m
	WBT	0.71	A	<1 veh	0.60	A	<1 veh	15m
	WBR	0.08	A	<1 veh	0.15	A	<1 veh	15m
	NBL	0.49	D	45m	0.79	E	64m	-
	NBT	0.79	E	92m	0.67	D	67m	-
	NBR	0.27	D	25m	0.22	D	25m	60m
Downie Street at Ontario Street	EBT	1.18	F	111m	1.29	F	129m	15m
	EBR	0.25	F	29m	0.10	F	23m	15m
	WBT	2.46	F	182m	3.29	F	178m	180m
	NBL	0.65	D	59m	0.44	D	47m	-
	NBR	0.15	D	16m	0.19	D	20m	-
Waterloo Street at Ontario Street	EBT	0.74	C	80m	0.85	C	100m	180m
	WBT	0.89	C	96m	0.87	C	88m	490m
	NBL	0.48	C	19m	0.59	C	36m	30m
	NBT	0.76	C	93m	0.29	B	16m	74m
	SBL	0.49	C	28m	0.28	C	24m	40m
	SBT	1.08	F	157m	0.81	D	104m	74m

The Synchro analysis results indicate the Dispersed Scenario, which assigns 50% of the re-distributed traffic westwards along Ontario Street and 50% southwards on Waterloo Street, also deteriorates intersection operations to unacceptable levels, with the Downie Street and Waterloo Street intersections operating at-capacity with significant queuing and delay.

Regardless of the re-distribution assumptions, it is expected that converting Lakeside Drive to one-way eastbound operation will result in a sizeable re-distribution of traffic to the Waterloo Street at Ontario Street intersection, which is not expected to be able to accommodate the additional volumes with the current intersection geometry.

## 4.5 Spot Speed Assessment

Spot speed data was collected at key midblock locations to permit the analysis of operating speeds along study area corridors. Spot speed studies are used to determine the speed distribution of traffic at a specific location, with the collected data used to determine vehicle speed percentiles. The two most common calculated speed percentiles are the 50th and 85th percentiles:




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## MANAGEMENT REPORT

**Date:** May 26, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Nathan Bottema, Project Manager  
**Report#:** ITS21-018  
**Attachments:** Public Engagement Comments and Responses

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**Title:** Queen Street Major Storm Trunk Sewer Public Engagement and Recommendation

**Objective:** To present the comments and concerns from the Online Public Engagement, and to obtain Council approval to initiate the Queen Street Major Storm Trunk Sewer Project.

**Background:** The 2004 South Side Storm System Class Environmental study generated the preferred alternative design to alleviate flooding in the Collegiate Arch outlet system. The proposed solution was to install a 2.2 m diameter trunk diversion sewer down Queen Street that eventually discharged to Lake Victoria. A Municipal Class Environmental Assessment Schedule 'B' was completed July 20, 2017, and the detailed design was completed by WOOD Canada Limited (formally Amec Foster Wheeler).

**Analysis:** The proposed storm trunk sewer is located on Queen Street from Lake Victoria to Brunswick Street, and on Brunswick Street from Queen Street to Trinity Street. In order to achieve gravity flow, the storm trunk depth ranges from 7 m to 11 m below the ground surface. The 780 meter long storm trunk sewer is comprised of three sections:

- a lower section constructed using open-cut box culvert,
- a middle section along Queen Street using microtunneling, and
- an upper section along Brunswick Street using microtunneling.

Microtunneling was selected to minimize disruptions to the local residents as well as the Festival Theatre. Microtunneling also resolves issues surrounding deep excavations through a narrow two-lane street. The International Society for Trenchless Technology defines microtunneling as *"a remotely controlled, guided, pipe-jacking operation that provides continuous support to the excavation face by applying mechanical or fluid pressure to balance groundwater and earth pressures."*

Access shafts are proposed at three locations to serve as the launching and/or receiving pits for the microtunnel boring machine (MTBM). These shafts are temporary and will serve as the local storm connections once complete. A fourth provisional shaft is proposed as a local storm connection. The shaft locations are as follows:

- Queen Street, 45 m south of Lakeside Drive (launching shaft),
- Queen Street at Brunswick Street (receiving shaft),
- Trinity Street at Brunswick (launching shaft), and
- Queen Street at Water Street (provisional shaft).

The new trunk sewer connects into the existing Trinity Street trunk sewer and ultimately discharges into Lake Victoria just north of Lakeside Drive. A conventional open cut box culvert will connect the Queen Street microtunnel segment to a new Lake Victoria outfall headwall structure.

As part of this project, the Queen Street/Guthrie Avenue watermain river crossing is to be decommissioned due to its close proximity to the open cut box culvert section and outfall structure. This 95-year-old cast-iron river crossing was identified in the 2018 Water Infrastructure Evaluation and Needs Report as having a higher probability of failure and recommended to be decommissioned.

Tree removal and the replanting of 11 City trees will be required to accommodate the shafts, open cut box culvert section and outlet structure construction. In total, 8 trees have been identified for removal along the Lake Victoria shoreline. Staff will work with Community Services to determine tree replacement species and locations.

On April 30<sup>th</sup>, 2021, a Public Engagement notice containing project information was hand delivered to all properties on Queen Street, between Lakeside Drive and Cobourg Street, and all properties on Brunswick Street, between Queen Street and Trinity Street. Abutting properties on Ballantyne Avenue, Water Street and Trinity Street that may potentially be impacted by construction were also delivered letters.

Due to COVID-19, the City was unable to host an in-person public open house. As an alternative, an online public engagement platform was arranged to allow local residents and interested members of the public an opportunity to review and comment on the planned improvements. A project presentation along with display boards, drawings, frequently asked questions, parking conditions, the resident letter and questionnaire was made available to the public on the City's website starting on April 30, 2021. A notice was also posted to the City's Facebook page. The property owners were requested to review the project plans and contact Engineering staff for clarification or to provide comments.

The design objectives presented by the Engineering Division through the online public engagement platform include:



- A new 2250 mm diameter storm sewer by microtunneling on Queen Street from 45 m south of Lakeside Drive to Brunswick Street (approximately 615 m).
- A new 2000 mm diameter storm sewer by microtunneling on Brunswick Street from Trinity Avenue to Queen Street (approximately 90 m).
- A new 4000x1500mm box culvert by open cut from Lake Victoria to 45 m south of Lakeside Drive (approximately 65 m).
- A storm sewer outlet headwall structure on the Lake Victoria shoreline.
- Temporary microtunnel launching or receiving shafts at:
  - Queen St (45m from Lakeside Dr),
  - Queen St / Brunswick St intersection,
  - Brunswick St / Trinity St intersection, and
  - Queen St / Water St intersection (provisional).
- Tree protection, impacts and removals, and
- Traffic Management Plan.

Overall, the project received positive responses. The majority of property owners understood the need to establish a new municipal trunk sewer based on previous public engagements completed as part of the Environmental Assessment Amendment in 2017. The main concern focused on construction noise, hours of operation, traffic impacts, logistics, vibration impacts on foundations, and how access will be maintained. Staff have established communication with Stratford Festival representatives and have discussed adjustments to construction approach to minimize impacts to Stratford Festival. A detailed list of specific questions and City Staff responses is outlined in the attached letter.

Construction of the project is planned from September 2021 to April 2022.

**Financial Impact:** The 2021 Capital Budget contains a total of \$14,470,000 for this project to be funded as follows:

Long Term Financing	\$	11,655,000.00	
Water Reserve	\$	75,000.00	R-R11-WATR
Sanitary Reserve		220,000.00	R-R11-WWTR
Road Reserve	\$	220,000.00	R-R11-WORK
Storm Reserve	\$	2,300,000.00	R-R11-STRM
Total	\$	14,470,000.00	

### **Alignment with Strategic Priorities:**

#### **Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

**Staff Recommendation: THAT the description of the proposed design for the Queen Street Major Storm Trunk Sewer Project be received for information;**

**THAT the comments from the online public engagement session be received for information;**

**AND THAT the design for the Queen Street Major Storm Trunk Sewer Project be accepted and staff be authorized to proceed with construction tendering.**



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Nathan Bottema, Project Manager



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Taylor Crinklaw, Director of Infrastructure and Development Services



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Joan Thomson, Chief Administrative Officer



**Infrastructure and Development Services Department**

**Building Services**

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Stratford ON N5A 2M4**

**(519) 271-0250 Ext. 345**

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May 13, 2021

## **Queen Street Major Trunk Storm Sewer Open House Questions, Comments and Responses**

The following list includes questions, comments and responses generated from the Queen Street Major Trunk Storm Sewer Project Public Engagement.

**Comment 1:** How can I access my property during construction?

**Response 1:** Pedestrian and vehicular access will be maintained to all properties at all times. Lane and intersection closures may result in alternative pedestrian and vehicular travel routes to be used during construction.

**Comment 2:** Where can we park during construction?

**Response 2:** On-street parking outside the construction zone will not be impacted.

**Comment 3:** How will snow be removed on streets that are impacted by construction?

**Response 3:** A snow removal plan will be developed in conjunction with the Public Works Department.

**Comment 4:** How long will construction take at each shaft?

**Response 4:** Work at each location is expected to last the durations mentioned in the presentation. Work interruptions at shaft locations may occur while the MTBM is mining towards it.

**Comment 5:** How will the vibrations impact the foundation of my house?

**Response 5:** The Contractor will hire a qualified professional noise and vibration consulting firm. The consultant will provide vibration and noise testing services during construction to monitor and recommend changes to construction operations as required to prevent damage to existing buildings on the street. Construction vibration will be monitored throughout construction and will comply with the vibration control limits set out in the specifications. The noise and vibration consultant will conduct and record visual inspections of each building prior to construction.

**Comment 6:** I work from home. How loud will construction be?

**Response 6:** Noise produced by construction must be in compliance with the City of Stratford Noise By-Law 113-79, and MOE Standard NPC-115/NPC-300. The contractor is to implement a noise monitoring program for the entire project. Noise monitors will be set up at each shaft location and shall continuously monitor noise levels from construction. The results will be reviewed to ensure they are in conformance with the specified limits. Normal working hours are 7:00 a.m. to 7:00 p.m., Monday to Friday, except statutory holidays. Work beyond normal working hours must be applied for by the Contractor.

**Comment 7:** How will the tunneling impact the roadway surface? Will streets be closed during mining?

**Response 7:** The roadway surface will be impacted at shaft locations only. Minimal impacts are expected on the surface as a result of the microtunneling operation. The Contractor will implement the Geotechnical Instrumentation & Monitoring Program to monitor the ground movements and ensure that the limits of movement are not exceeded.

**Comment 8:** Will the services to my house be impacted?

**Response 8:** Water service disruptions are to be anticipated while the watermain is temporary relocated at shaft locations. The contractor is required to notify residents 48 hours prior to the interruption.

**Comment 9:** Will this reconstruction project improve my water quality and pressure?

**Response 9:** The scope of this project does not include replacement of the watermain. There will be no change to your water quality or pressure during construction.

**Comment 10:** When will Queen Street, Water Street, and Brunswick Street be reconstructed?

**Response 10:** These streets have been identified in the 10-year Capital Program for full reconstruction.

Prepared by: Nathan Bottema






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## MANAGEMENT REPORT

**Date:** May 26, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Chris Bantock, Deputy Clerk  
**Report#:** ITS21-017  
**Attachments:** None

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**Title:** Vehicle Idling By-law Amendments

**Objective:** To propose amendments to the City's Vehicle Idling By-law #133-2001.

**Background:** At the February 22, 2021 Regular Council meeting, the following resolution (R2021-69) was adopted:

**THAT staff be directed to investigate and report back within 3 months on the following initiatives which could commence in 2021:**

- **Review of Idling By-law.**
- **Electric Vehicle Charging Stations.**
- **Corporate Adoption of One Planet Living Principles;**

The purpose of this report is to provide an update on the review of the City's Vehicle Idling By-law.

**Analysis:** Staff have been working with the Energy and Environment Advisory Committee to review, research, and propose amendments to the City's Vehicle Idling By-law. Through this, changes are being proposed to sections 3.1 and 3.2 to reduce the maximum permitted idling time from "five (5) consecutive minutes" to "one (1) minute" and to remove the outside temperature exception for idling time limits under section 3.2(xi). Both proposed amendments are consistent with provisions set out in other municipal by-laws across Ontario and seek to increase restrictions for when vehicle idling is permitted.

Moving forward with efforts to reduce vehicle idling, staff are proposing to add several new "No Idling" signs to increase awareness throughout the downtown core and in school zones. Should Council approve the proposed amendments to the by-law

contained herein, staff will also be updating the current signage in the downtown core to reflect the new idling time limit.

Through research of other municipalities, and understanding the City's limitations to proactively enforce vehicle idling, education and awareness is often the most successful way to discourage drivers from idling. Recognizing this, the Energy and Environment Advisory Committee will be looking to work with the City's Communications Lead to develop social media posts that can be shared as regular reminders about the impacts of vehicle idling on the environment. Staff also have a supply of anti-idling stickers which will be made available at public facing counters. Furthermore, the Energy and Environment Advisory Committee will be seeking to develop new anti-idling awareness materials that can be distributed such as bookmarks and flyers.

In an effort to reduce frequent touch points due to COVID-19, takeaway items have been limited at many front counters. As a result, any materials developed for takeaway or distribution will not be made available at front counters until after the conclusion of the pandemic.

**Financial Impact:** New "No Idling" signs have been quoted at \$18 each. Budget for these is covered under General Sign Work through Infrastructure and Development Services. Staff are confident that any new signs could be accommodated on existing poles already in place. However, should any areas for signage be identified where a pole is not available, U-channel posts could either be utilized from the City's current stock or additionally purchased at approximately \$25 each.

The Energy and Environment Advisory Committee has available budget in 2021 should they choose to develop new vehicle idling distribution materials this year.

### **Alignment with Strategic Priorities:**

#### **Strengthening our Plans, Strategies and Partnerships**

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

#### **Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

#### **Staff Recommendation: THAT By-law #133-2001 be amended to:**

- **reduce the permitted idling time to one (1) minute; and,**
- **remove the outside temperature exception for idling time limits;**

**AND THAT the Clerk be directed to bring forward a by-law to amend Vehicle Idling By-law #133-2001 to give effect to the proposed changes contained in Report ITS21-017.**



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Chris Bantock, Deputy Clerk



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Spencer Steckley, Manager of Financial Services



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Joan Thomson, Chief Administrative Officer




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## MANAGEMENT REPORT

**Date:** May 26, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Energy & Environment Advisory Committee  
**Report#:** ITS21-015  
**Attachments:** None

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**Title:** Resolution to Phase Out Ontario's Gas Plants

**Objective:** To consider a request from the Energy and Environment Advisory Committee for City Council to adopt a resolution appealing to the Government of Ontario to replace gas powered electrical generation with non-carbon based sustainable alternatives.

**Background:** At the April 1, 2021 Energy and Environment Advisory Committee meeting, the following motion was passed:

**THAT the Energy and Environment Advisory Committee recommends the following resolution be considered by Stratford City Council:**

**AND WHEREAS the Earth is on course toward a climate crisis, unless timely actions are taken to minimize the greenhouse effect;**

**AND WHEREAS the use of fossil fuels is a major contributor to the greenhouse effect because of the increasing amount of heat trapping Carbon Dioxide in the atmosphere;**

**AND WHEREAS Stratford, along with other municipalities has declared a "Climate Emergency" and is considering a Carbon Net Zero goal to be achieved by 2050;**

**AND WHEREAS the 2050 Carbon Net Zero goal has been, and is being adopted by countries and governments at all levels, as well as by industries, social and economic institutions;**

**AND WHEREAS the most effective way of achieving that goal is through**



**initiatives in reducing carbon footprint, and greening;**

**AND WHEREAS in the Province of Ontario, Electricity generation fueled by Natural gas contributes substantially to the province's carbon footprint and provides an opportunity for rapid reduction of carbon dioxide emissions through the elimination of this form of generation;**

**AND WHEREAS in the interest of environmental and economic wellbeing for the province of Ontario, immediate action to replace the gas generators by sustainable zero carbon alternatives should be undertaken**

**Therefore, be it resolved that the City of Stratford strongly appeal to the Government of Ontario to immediately take steps to replace gas powered electrical generation with non-carbon based sustainable alternatives;**

**Be it further resolved that this resolution be circulated to Ontario municipalities and their organizations including AMO and OSUM for their consideration of support. Carried**

**Analysis:** Direction of City Council is requested with respect to the Energy and Environment Advisory Committee resolution.

**Financial Impact:** There are no financial implications to the City to be reported as a result of the resolution, if adopted.

#### **Alignment with Strategic Priorities:**

##### **Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

**Staff Recommendation: THAT direction of City Council be given with respect to the Energy and Environment Advisory Committee resolution.**




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Tatiana Dafoe, City Clerk




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Joan Thomson, Chief Administrative Officer



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## MANAGEMENT REPORT

**Date:** May 11, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** John Paradis, Fire Chief  
**Report#:** ITS21-016  
**Attachments:** Regional Air Transportation Initiative

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**Title:** 2021 FedDev Ontario Airport Grant

**Objective:** To seek City Council approval to apply and receive \$1.5 million in FedDev funding to expand the existing taxiways at the Stratford Municipal Airport through the Regional Air Transportation Initiative.

**Background:** A national budget of \$206 million was recently announced to assist the air transportation industry with FedDev Ontario receiving \$24.2 million for southern Ontario airports that receive approved applications. This is not a shared funding initiative, nor does it require future repayment since municipal government is not-for-profit. Approved projects must be completed by March 31, 2022.

**Analysis:** The airport provides a transportation gateway to the city and surrounding Perth County area. The airport is home to 40 based aircraft, a Transport Canada Approved Maintenance Organization (aircraft maintenance) and a certified flight training unit (Private Career College and a Designated Learning Institute for international students), all operate from the airport.

It is the intent of the Stratford Municipal Airport to enhance services to attract more airport users which in turn shall have a positive economic impact for our airport as well the surrounding communities. At this time, all available land within our general aviation hangar area has been utilized. It is our desire to construct additional taxiway infrastructure within the general aviation area which would allow more aircraft hangars to be constructed. This development will allow our airport to expand services to continue to support regional connectivity within the air transportation industry. The addition of more hangars would greatly enhance the economic viability of the airport. We are seeing an increase in requests for hangar development from both private and commercial operators wishing to locate or expand their operations.

In 2020, the City of Stratford undertook a corporate-wide Service Delivery Review, which recommended that the City expand the airport taxiway and build a new hangar to increase airplane traffic, rental revenue, and fuel sales. The Stratford Municipal Airport is considered a community asset for promoting economic development, regional connectivity and providing access to the City of Stratford for visitors, professionals and recreational users. A recent airport economic impact analysis indicated \$3.3 million in economic activity and 27 person years of employment generated by the airport. The ongoing pandemic has had a negative effect on airport operations including a reduction of tourist traffic. It appears that the preferred mode of air transportation is moving away from scheduled major airline service to smaller scheduled charter service and private aircraft ownership. The development of additional taxiway infrastructure will provide added hangar capacity to our existing general aviation hangar area. This increase in serviced land will provide opportunities for air operators and private aircraft owners to establish operating bases at the airport.

The Stratford Municipal Airport is an essential part of the economic vitality of our region, which hosts over 1.7 million tourists annually. The world-renowned Stratford Festival is one of Canada's leading tourist attractions and has made Stratford an international destination. 95% of Festival patrons are from outside our area, and 25% are from the United States. The Stratford Festival is also one of the City's largest employers and has become the driving force of our economy. For every Stratford Festival ticket purchased, \$278 is spent in the local economy, which amounts to over \$135 million annually. There are over 325 businesses in our downtown core that rely on tourism to sustain their business. Stratford also hosts two major agricultural events in the off season – the Canadian Dairy XPO and the Canadian Poultry XPO – each bring over 15,000 national and international visitors to Stratford annually. Thus, the expansion of the Airport will play a key role in our economic recovery after COVID-19.

An expansion of the taxiway meets the setback requirements laid out in the Pert East zoning Bylaw. Because the airport is federally governed, no permits are required from Perth East or Perth County. But as good neighbors, Perth East will be kept apprised of the project if approved. Any future hangar construction resulting from the taxiway expansion will provide new tax revenue for Perth East.

Taxiway expansion has been a staple item on the Capital Reserve future project plans. If approved and the application is successful, this project will move forward without requiring access to the airport Capital Reserves for funding.

If approved and the funding is successful, the project will be a collaborative effort between departments: IDS, Airport, Fire Chief, CBO, Finance, and Economic Development.

It is estimated this project can be completed before the required deadline.

**Financial Impact:** No City funds required.

Since Municipal Governments are not-for-profit, funds are not required to be paid back. City receives \$1.5 million FedDev grant to extend airport taxiways.

Taxiway expansion will:

- Increase value of airport property
- Attract new users to construct aircraft hangars
- Increase airport revenue to offset annual operational budget
- Greater contribution to overall economic impact to the City of Stratford

**Alignment with Strategic Priorities:****Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

**Widening our Economic Opportunities**

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

**Staff Recommendation: THAT the report 2021 FedDev Ontario Airport Grant of the Fire Chief (ITS21-016) be received for information;**

**AND THAT City Council approve the application for FedDev grant funding in the amount of \$1.5 million for taxiway expansion at the Stratford Municipal Airport.**




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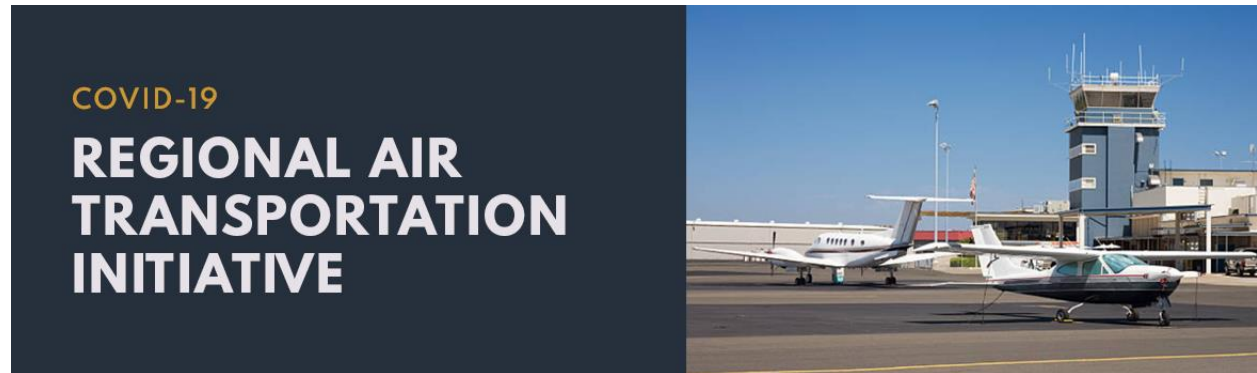
John Paradis, Fire Chief




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Joan Thomson, Chief Administrative Officer

# Regional Air Transportation Initiative



**Discover how we are supporting regional air transportation ecosystems during the COVID-19 pandemic.**

Recognizing the profound impact of the COVID-19 pandemic on the air transportation sector, the Government of Canada introduced the [Regional Air Transportation Initiative \(RATI\)](#) to help businesses and organizations in regional air transportation ecosystems to remain operational through these difficult times and continue to support the economic growth of our regions.

With a national budget of \$206 million over two years, Canada's regional development agencies (RDAs) are delivering this support, with FedDev Ontario delivering \$24.2 million in southern Ontario. The RATI complements the measures in [Canada's COVID-19 Economic Response Plan](#).

## **Eligible applicants are:**

- Regional and local air carriers;
- Regional and local airports; and
- Businesses, cooperatives, business groups, not-for-profit organizations and public institutions that are part of the regional air transportation ecosystem.

## **Examples of ineligible clients include:**

- Air carriers with outstanding ticket refund issues; and

- Carriers involved in ongoing negotiations with the Government of Canada.

**Eligible activities include:**

- The design and implementation of solutions for increased regional air transportation connectivity to complement other federal measures and in particular those that Transport Canada is implementing;
- The development and implementation of enhanced services to support regional connectivity;
- The cash flow needs of regional and local airports; and
- Adaptation and modernization measures to maintain and improve operations.

**Ineligible activities include:**

- Compensation for revenue losses;
- Refinancing of an existing debt;
- The purchase of an airplane; and
- Airplane fuel.




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## MANAGEMENT REPORT

**Date:** May 26, 2021  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Tatiana Dafoe, City Clerk  
**Report#:** ITS21-020  
**Attachments:** Draft Survey of Property and Encroachment

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**Title:** Encroachment Application for 23-27-31 Avon Street

**Objective:** To consider entering into an Encroachment Agreement with the owner of 23-27-31 Avon Street to permit 6 parking spaces to be located partly on or wholly on the municipal road allowance as follows:

- One parking space on the Avon Street road allowance on the west side of the existing sidewalk;
- Two parking spaces on the Avon Street road allowance on the east side of the existing sidewalk;
- Three parking spaces on the McLagan Drive road allowance along with curb stops that will be required to ensure that vehicles do not park or extend over the sidewalk.

**Background:** The City of Stratford's Encroachment Policy P.3.2 requires an encroachment agreement to be entered into when an existing building or structure encroaches onto municipal property. When there is an encroachment, the City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Existing encroachments can include, but are not limited to, buildings, structures, retaining walls, parking spaces and projections such as canopies, awnings, and balconies.

In 2020, the owner of 23-27-31 Avon Street, Stratford submitted an encroachment application to permit the following:

- 1 parking space on the Avon Street road allowance on the west side of the existing sidewalk;

- 2 parking spaces (estimated to be installed in 2015) on the Avon Street road allowance on the east side of the existing sidewalk and;
- 5 parking spaces on the McLagan Drive road allowance.

The application was circulated to various departments in the City for review. The following comments were received:

#### Engineering

The Engineering Division advised they were not in support of the application for the following reasons:

- there is a City sanitary sewer and manhole located in the area of the current parking spaces on McLagan Drive. Due to the location of the municipal infrastructure, parking is not permitted as it restricts municipal access.
- in the past, there have been vehicles parked across a portion of the sidewalk which has inhibited snow plough operations.

#### Planning

The Planning Division advised they were not supportive of the application. Their recommendation was that if the applicant wanted to add parking that it should be installed on private property which may require a site plan.

#### Building

The Building Division noted that there may be enforcement issues and precedent setting concerns if the parking spots are permitted.

Following completion of the review the options below were presented to the owner of the property for consideration:

#### Option 1 - Preferred

All parking spaces to be relocated onto the applicant's property and the boulevard to be restored back to grass. This option was preferred as there is a City sanitary sewer and manhole located in the area of the current parking spaces on McLagan Drive. Due to the location of the municipal infrastructure, parking is not permitted as it restricts municipal access.

#### Option 2

The 2 original parking spaces on Avon Street and 3 of the parking spaces on McLagan Street be permitted through an encroachment agreement. The additional spaces on the McLagan road allowance are to be removed and will be required to have the grass restored.

The owner expressed concern with relocating the parking spaces onto his property and requested staff further review. Following completion of a further review, staff are recommending that the City enter into an encroachment agreement to permit 6 parking



spaces to be located partly on or wholly on the municipal road allowance under the following conditions:

- No parking spaces are to be permitted over the existing City infrastructure or manhole cover;
- An up to date survey is to be provided to the City that shows measurements, relevant property lines, building footprint, sidewalk locations, and the location with full measurements of the 6 parking spaces in question including the 2 existing parking spaces on private property. The City requests to see the draft survey before it is completed or finalized;
- Two recently added parking spaces on McLagan Drive to be removed and the grass to be completely restored;
- Curb stops will be required along the 3 permitted parking spaces on McLagan Drive to ensure that vehicles do not park or extend over the sidewalk;
- Any further parking spaces will be required to be located on private property; and
- If the agreement is approved by Council, it is to be registered on title to the property at the expense of the applicant.

The owner has been advised that if an application is submitted for additional units to be added to the apartment building, the applicant may be required to relocate all require parking from the City's road allowance to private property. If a full site plan is required, an application would be required to be submitted to the Planning department.

**Analysis:** The owner and future owners of this property are responsible for maintenance of the parking spaces and are also required to indemnify the City. The agreement can be terminated by either party in the future if the parking spaces and the curb stops along the 3 parking spaces on McLagan Drive are removed.

**Financial Impact:** An annual fee of \$1,497.31, adjusted yearly be the CPI, will be added to the property tax bill for this property.

### **Alignment with Strategic Priorities:**

**Not applicable:** The encroachment policy is a service offered by the City to permit existing buildings or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

**Staff Recommendation:** **THAT the application to permit six parking spaces to encroach on municipal property by the owner of 23-27-31 Avon Street, specifically:**

- **One parking space on the Avon Street road allowance on the west side of the existing sidewalk;**

- **Two parking spaces on the Avon Street road allowance on the east side of the existing sidewalk;**
- **Three existing parking spaces on the McLagan Drive road allowance with curb stops to ensure that vehicles do not park or extend over the sidewalk, be approved;**

**AND THAT the annual fee of \$1,497.31, adjusted yearly by the CPI, be added to the property tax bill for 23-27-31 Avon Street, Stratford.**



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Tatiana Dafoe, City Clerk



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Spencer Steckley, Manager of Financial Services



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Joan Thomson, Chief Administrative Officer

**AVON STREET**  
(BY REGISTERED PLAN No. 20)  
P.I.N. 53151-0001 (LT)

**PLAN OF SURVEY**  
OF ALL OF  
**LOTS 6 & 7**  
**REGISTERED PLAN No. 130**  
IN THE  
**CITY OF STRATFORD**  
**COUNTY OF PERTH**

SCALE 1:200  
0 1 2 3 4 8 12 METRES

**MTE OLS LTD.**  
**ONTARIO LAND SURVEYORS**

**METRIC:**

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND  
CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**LEGEND:**

- |      |  |
|------|--|
| □    | DENOTES PLANTED MONUMENT   |
| ■    | DENOTES FOUND MONUMENT   |
| SIB  | DENOTES STANDARD IRON BAR  |
| SSIB | DENOTES SHORT STANDARD IRON BAR  |
| IB   | DENOTES IRON BAR   |
| IP   | DENOTES IRON POST  |
| CC   | DENOTES CUT CROSS  |
| OU   | DENOTES ORIGIN UNKNOWN   |
| WIT  | DENOTES WITNESS  |
| MEAS | DENOTES MEASURED   |
| 674  | DENOTES F.J.S. PEARCE, O.L.S.  |
| MTE  | DENOTES MTE OLS LTD.   |
| P1   | DENOTES REGISTERED PLAN No. 130  |
| P2   | DENOTES N.A. GEOMATICS INC FILE No. 14.6050 DATED OCTOBER 6TH 2014.              |
| P3   | DENOTES MCNEIL SURVEYING LIMITED, FILE No. 8289 FIELD WORK DATED MARCH 11, 2004. |
| P4   | DENOTES MTE ONTARIO LAND SURVEYING LTD.  |
| ⊙    | DENOTES CONIFEROUS TREE  |
| ○    | DENOTES DECIDUOUS TREE   |

**NOTES:**

- BEARINGS SHOWN HEREON ARE ASTRONOMIC AND ARE REFERRED TO THE SOUTH LIMIT AVON STREET HAVING A BEARING OF N60°00'00"W AS SHOWN ON REGISTERED PLAN No. 130

**SURVEYOR'S CERTIFICATE:**

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
  - THE SURVEY WAS COMPLETED ON THE 5TH DAY OF MAY, 2021.

MAY 5, 2021  
DATE

PETER G. MORETON  
ONTARIO LAND SURVEYOR

ASSOCIATION OF ONTARIO  
LAND SURVEYORS  
PLAN SUBMISSION FORM  
2157186



THIS PLAN IS NOT VALID  
UNLESS IT IS AN EMBOSSED  
ORIGINAL COPY  
ISSUED BY THE SURVEYOR  
In accordance with  
Regulation 1026, Section 29(3)



**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

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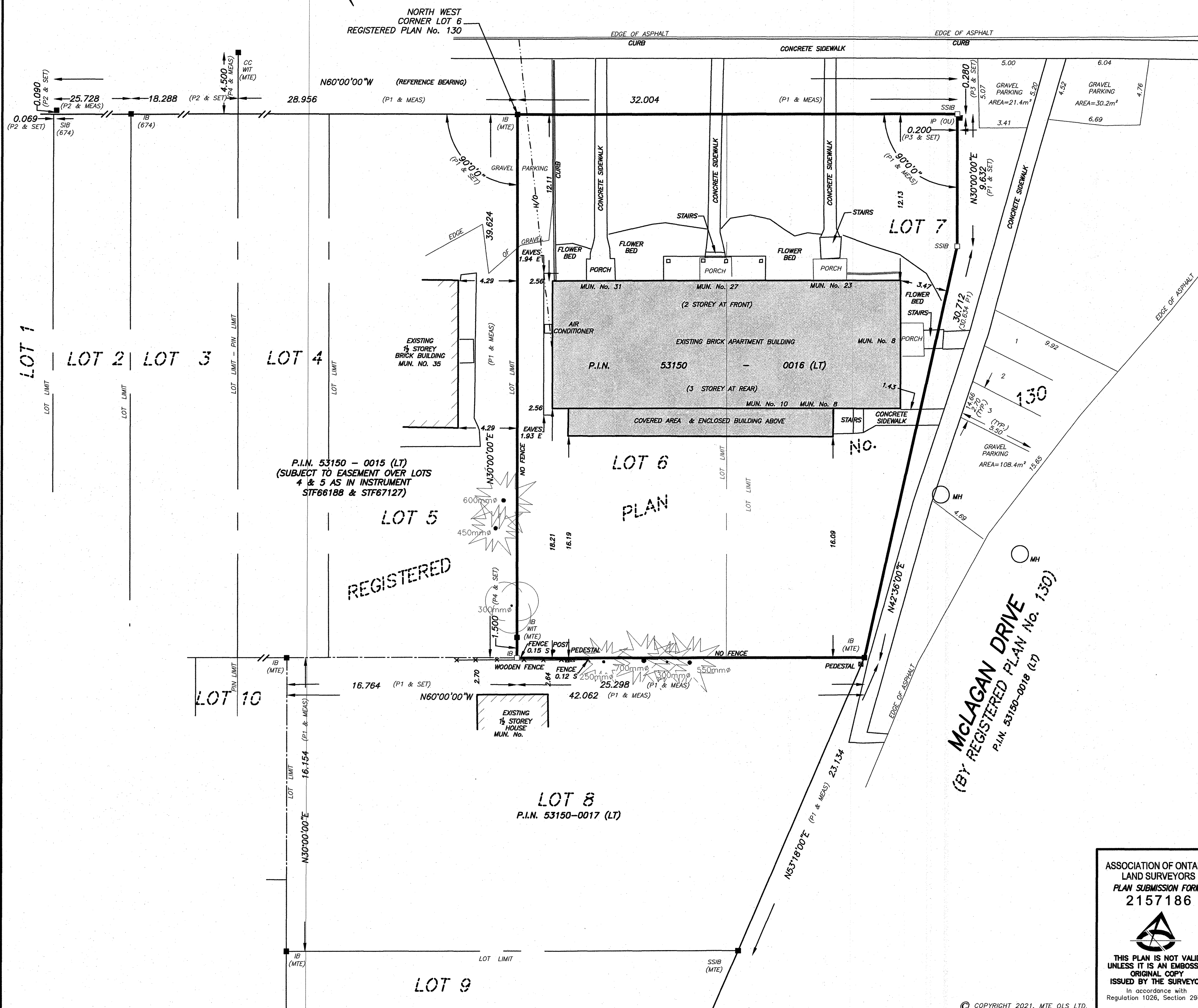
COGO : 48937-100-GROUND.ASC

Drawn By : C. PERKS

Checked By : P. MORETON, OLS

File No : 48937-100-PS1 (M)

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A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, April 6, 2021 at 11:30 a.m., electronically.

**Committee Present:** Peter Zein – Chair Presiding, Councillor Bonnie Henderson, Judy Hopf, Susan Lavender, \*Geoff Krauter, Laurie Maloney-Devlin

**Staff Present:** Tatiana Dafoe – Clerk (City of Stratford), Dan Sykes – Development Coordinator (City of Stratford), Tyler Sager – Manager of Legislative Services/Clerk (County of Perth), Sean McCoy – Legislative Coordinator (County of Perth), \*Eden Grodzinski – Manager of Housing (City of Stratford), \*Angie Juarez – Supervisor of Housing (City of Stratford), Casey Riehl – Recording Secretary (City of Stratford)

**Absent:** Peg Huettlin, Diane Sims

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## Minutes

### 1.0 Call to Order

Peter Zein, Chair called the AAC meeting to order at 11:30 a.m.

### 2.0 Disclosure of Pecuniary Interest and the General Nature Thereof

None declared.

### 3.0 Adoption of the Previous Minutes

Motion by Councillor Henderson, seconded by Laurie Maloney-Devlin

**THAT the minutes from the Accessibility Advisory Committee meeting dated March 9, 2021 be adopted as printed. Carried**

### 4.0 Infrastructure & Development Services Update – Dan Sykes

Dan Sykes provided the following update:

- One curb replacement scheduled to date for May at 109 Lakeside Drive. Peter Zein will contact Mr. Sykes to arrange a site visit prior to the work beginning.
- The Engineering budget for curb cuts and sidewalk improvements remained at \$50,000.00 for 2021.
- Redford Crescent final resurfacing will be completed this spring.

- The O’Loane Avenue asphalt resurfacing project started in 2020 will be completed this spring.
- The foot bridge (east bridge at Lake Victoria, on the north path) replacement is now complete. A new metal bridge built to AODA regulations has been installed.
- The Huron Street reconstruction project has been deferred to 2022.
- The Queen Street project will be tendering late summer and tentatively beginning late fall and completed through the winter.
- The conversion of TJ Dolan Drive from St. Vincent to St. David Street to a multi-use trail is in the design phase and funding is pending.
- Design for St. David to Centre Street (at T.J. Dolan intersection) to close to traffic, pending funding and final approval from Council.
- Argyle to McKenzie Street out for tender for reconstruction to begin May 3, 2021.
- New sidewalk on West Gore Street (north side) from John to St. Vincent Streets is scheduled to be installed this year.
- Sidewalk on Mornington Street from McCarthy to Graff Ave. to be installed this year.

Councillor Henderson inquired if staff has looked at improving accessibility at Memorial Garden. Dan Sykes reported that the location will need to be re-engineered to create a better solution for this area. He will re-visit the site with the inspector and determine what areas can be addressed.

Councillor Henderson reported that the scheduled work for improving the Rotary Complex parking lot is in the capital budget for 2026 and 2027.

\*Dan Sykes departed the meeting at 11:47 a.m.

## **5.0 Delegates: Eden Grodzinski, Manager of Housing, Angie Juarez – Supervisor of Housing - Presentation on Housing and Accessibility**

Eden Grodzinski, Manager of Housing, introduced herself and Angie Juarez, Supervisory of Housing, and explained the role of the Social Services Department for the City of Stratford, as well as the County of Perth and St. Marys. They administer three provincial programs:

- Housing,
- Ontario Works, and
- Children’s Services.

In her presentation, Ms. Grodzinski discussed the difference between social and affordable housing, the 10-year plan for housing and homelessness, the need and demand of accessible housing, the Britannia Street affordable housing development and how the AAC can help Social Services.

Ms. Grodzinski reported that the Perth & Stratford Housing Corporation has five wheelchair accessible units and community housing providers have approximately 20 accessible units available.

Councillor Henderson inquired how Social Services is working towards making some of the older properties more accessible. Ms. Grodzinski stated it is a challenge given the design of some of the older properties. They are undertaking a housing master plan, which looks at the current housing stock and the regeneration of units to modify them and make them more accessible. This review will include updating items such as roll-in showers, automatic doors, ramps, etc.

Judy Hopf inquired if the new Britannia Street units have accessible closets and kitchen cupboards for persons with mobility issues. Ms. Grodzinski stated that the closets and kitchens are architecturally designed and they have not received any complaints from current occupants. Ms. Juarez added that the kitchen and bathroom counters are lowered with openings under the sinks, however the kitchens are still equipped with upper cupboards that would not be reachable from a wheelchair. Ms. Hopf also inquired why there are no balconies at the Britannia Street development. Ms. Grodzinski indicated that the building was designed based on the feedback from the community. Councillor Henderson explained the reasoning was that residents would rather have more interior space available to them, as opposed to a balcony. The development has outdoor spaces that the residents can use. Ms. Grodzinski also added that balconies are very expensive from a maintenance perspective. She also noted that design feedback will still be taken into consideration leading up to the next phase of the development.

Peter Zein inquired if the PowerPoint presentation could be forwarded to AAC members for their information. Ms. Grodzinski advised it would be shared with members of the AAC.

Peter Zein stated that extra space for storage and extra equipment needs to be taken into consideration for residents. He inquired what the difference is between universal design and barrier-free design options that the City uses. Ms. Grodzinski explained that the building is designed with the universal design principles. The difference between barrier-free units and wheelchair accessible units is mainly the bathroom design. Barrier free units still have a bathtub, wheelchair accessible units have a roll-in shower. Ms. Juarez explained that the universal design of the building has wider hallways and stairwells, wider doors, all units have lowered light switches, higher outlets. Barrier-free guidelines allows for wider turning radiuses within units.

Peter Zein stated that accessible units do not need to be fully equipped but should be constructed and framed up in preparation for accessible items, such as ceiling lifts that may need to be installed for a future resident. Mr. Zein volunteered to work with Social Services staff on design options.

Laurie Maloney-Devlin stated that modifications could be made on an as-needed basis, depending on the accessibility needs of that resident. Discussion was held on the

willingness and ability of the Housing Department to assist with these modifications at developments such as the Britannia Street units.

\*Geoff Krauter now present at the meeting at 12:38 p.m.

Ms. Grodzinski stated that because every individual's needs are different, Housing staff has a specific accommodation process that they go through with individuals. However, there is no funding for this or grants available. Any modifications made are funded by the municipal tax base.

In response to a question, Ms. Grodzinski clarified that rent geared to income is based on household size and not the number of bedrooms in a unit. If a second bedroom is required for a caretaker, that is allowable and would not affect the rent. Rent is based on income, not on the number of people that live in that unit. There is also an allowance for assets and savings that is not calculated into the income equation. Ms. Juarez stated that rent geared to income units are based on the combined income of household members. If at some point the combined household income exceeds the rent geared to income amount, residents do not need to leave the unit, their rent would just be calculated at an affordable market rent. Care-takers income and assets are not calculated into household income.

Tatiana Dafoe suggested that Social Services could provide the AAC with preliminary drawings of the next phase of the Britannia Street Development when they are available. Committee members can also participate and provide feedback at an open house. Feedback can be provided to the Social Services Department that can be shared with contractors and architects to try and build some of these items into the design where possible. It is imperative to communicate to the community the features of the different units, but it is also very important for prospective tenants to reach out to the Social Services Department to find out if the accessible units are going to be available to them. The AAC could consider lobbying the Provincial Government for items such as funding programs.

\*Eden Grodzinski and Angie Juarez departed the meeting at 12:53 p.m.

## **6.0 Business Arising from Previous Minutes**

### **(a) Follow-up Discussion from March AAC Meeting – Tatiana Dafoe**

Tatiana Dafoe reviewed the AAC Goals and Initiatives Feedback report she prepared. She thanked members for participating and providing their feedback. She suggested that a 2022 project for the Committee could be to review the Terms of Reference to ensure that providing education is properly reflected in the mandate.

Ms. Dafoe outlined a list of some projects that have previously been identified by the Committee. Some are large projects and will take significant time to

complete. She asked the Committee to focus on the projects they would like to prioritize for completion in 2021. Ms. Dafoe requested that 2-3 Committee members volunteer to form a team to develop an action plan and provide the Committee with information about the selected projects for the May AAC meeting. At the May meeting, members can discuss how the projects can be completed, identify timelines and identify which Committee members will be dedicating time to the projects. Ms. Dafoe has suggested identifying 1-2 projects for completion in 2021 and the remaining projects can be deferred to 2022 for consideration.

Some projects identified for 2021 are:

- Accessibility review and audit of the remaining parks in Stratford. Councillor Henderson noted that there are only two left to complete. A final report could be sent to the Director of Community Services showing the updates required and to be considered as a line item in upcoming budgets.
- Accessible accommodations list for Stratford/checklist for business owners
- FADS manual approval and educational workshops/webinars with SABA on accessibility for builders/architects.
- Accessible housing by-law.
- Creating a list of accessible needs for all people with varying disabilities (inviting local agencies to attend AAC meetings to share concerns or send e-mails with information).

Ms. Dafoe noted that members need to be mindful of their ability to assist with these projects and the time commitment required outside of committee meetings.

Peter Zein, Laurie Maloney-Devlin and Judy Hopf volunteered to prepare the action plan for the May AAC meeting.

Laurie Maloney-Devlin volunteered to draft a letter to local schools, families who might have a member with a disability and agencies to encourage them to reach out to the AAC with their accessibility concerns and feedback.

**7.0 Next Meeting** – Tuesday, May 4, 2021 at 11:30 a.m., electronically

**8.0 Adjournment**

Motion by Laurie Maloney-Devlin, seconded by Judy Hopf

**THAT the April 6, 2021 Accessibility Advisory Committee meeting adjourn.  
Carried**

Start Time: 11:30 A.M.

End Time: 1:16 P.M.





A meeting of the Energy & Environment Advisory Committee was held on April 1, 2021 at 4:00 p.m., electronically.

**Members Present:** Emily Chandler – Chair Presiding, Councillor Jo-Dee Burbach, Mike Jorna, Sammie Orr, Anna Stratton, Geoff Krauter, Anita Jacobsen, \*Vanni Azzano, Emily Skelding, \*Councillor Bonnie Henderson, Mike Sullivan, Craig Merkley

**Staff Present:** Chris Bantock – Deputy Clerk, Casey Riehl – Recording Secretary

**Also Present:** \*Christine Ritsma – SDSS, \*Kashish Dhanoa – SDSS, \*Chris Rouse – SDSS, \*Joelle Weibe - SDSS

**Regrets:** Tatiana Dafoe – City Clerk, Kate Simpson – Waste Reduction Coordinator

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## MINUTES

### 1.0 Call to Order

The Chair called the meeting to order at 4:02 p.m.

### 2.0 Disclosure of Pecuniary Interest and the General Nature Thereof.

None declared.

### 3.0 Adoption of the Previous Minutes

Motion by Anna Stratton, seconded by Geoff Krauter

**THAT the minutes from the Energy & Environment Advisory Committee meeting dated March 4, 2020 be adopted as printed. Carried**

### 4.0 Delegates: Sammie Orr, Ms. Christine Ritsma, Kashish Dhanoa, Chris Rouse, Joelle Weibe – SDSS Compost Cow Project Update

Members of the Stratford District Secondary School Eco Club presented a slide show on the new compost cow project their club has started at their high school. They have started using some of the compost in their greenhouse and gardens.

Anita Jacobsen inquired if a platform in front of the composter would make it easier to empty the bins into the cow. Sammie Orr noted that so far, they have not had any difficulties reaching the opening to dump the bins. Ms. Ritsma also noted that the bin can be lowered to make emptying the bins easier.

Emily Skelding inquired how they get air into the composter and if they ever need to add any moisture. Ms. Ritsma explained that there are air vents in the sides of the cylinder and the students do add a little bit of water and dirt to assist with the breakdown.

Emily Skelding also asked if the school supplements the program by using the City's green bin composting program. Sammie Orr noted that the school currently does not qualify for the City's green bin program.

Anna Stratton inquired if SDSS is the only local school doing a compost program like this. Joelle Weibe stated that they are the first public school using a compost cow in Ontario. The Eco Club has been promoting it using the school's social media and then they hope to reach out to the community. Emily Chandler suggested tagging the City's social media when they post to help spread the information. Anita Jacobsen suggested the information could be sent to the AMDSB and other school boards to promote the composter initiative.

Once school is back to normal with the cafeteria and restaurant open, students will be collecting from two bins in the cafeteria, two in the lobby and one in the Screaming Avocado.

\*Christine Ritsma, Kashish Dhanoa, Chris Rouse, Joelle Weibe no longer present at the meeting 4:18 p.m.

## **5.0 Updates from Carbon Reduction & Ecological Working Groups**

### Carbon Reduction Update

Anna Stratton reported that the working group is currently putting together the monthly webinars. They are working at scheduling a webinar to hear from local youth. Sammie Orr confirmed that they should be prepared to do the April one and excited about the opportunity to participate. Ms. Stratton confirmed with Mike Beitz regarding promoting the "Climate Action Community Meetings" and he offered to provide support on social media, links to additional information and an events calendar. Other tentative webinars have been arranged for greening the economy (May) and invasive species with the Stratford Field Naturalists (June).

Emily Chandler discussed with Mike Beitz about E&E partnering with other local environmental groups or individuals to promote and access events that could be included with a link on the City's website calendar. This would bring further awareness and additional promotion for local educational events happening.

#### Ecological Update

Craig Merkley reported that the Stratford Field Naturalists have confirmed the invasive species webinar for June 8, 2021. UTRCA will also participate in the webinar. Mr. Merkley also reported that the most recent shoreline work is almost complete. UTRCA staff will add the final gravel and topsoil next week. They are also working on new ideas for planting aquatic plants near the Tom Patterson Theatre. Wildlife has eaten all the previous plantings.

Mr. Merkley also reported that Vanni Azzano has 200 trees to be planted and will work with Community Services staff on a location, which will most likely be at the dog park.

\*Councillor Henderson and Vanni Azzano now present at the meeting at 4:34 p.m.

## **6.0 Business Arising from Previous Minutes**

### **(a) 2021 Budget Allocation Discussion – Emily Chandler**

Emily Chandler reviewed some of the previously discussed projects that E&E would like to do in 2021 and the budget figures.

Ongoing Shoreline Work	10,000.00
Invasive Species Work	3,000.00
Low Impact Development Project	3,000.00
Webinars	200.00
Tree Power Event	150.00
SDSS Eco Club Garden	T.B.D.

Motion by Councillor Burbach, seconded by Anna Stratton

**THAT the Energy & Environment Advisory Committee spends up to a maximum of \$150.00 on refreshments for volunteers at the April 9-10, 2021 Tree Power Event. Carried**

### **(b) Natural Resources Canada – Mike Sullivan**

No new updates.

**(c) Energy Efficient Building Requirements – Mike Sullivan**

Mike Sullivan participated in an online course with Passive House Canada. He has sent the Committee the course materials and will forward the online videos if anyone requests a copy. Certification is available from Passive House Canada for tradespeople, architects, designers, builders, etc., to begin building passive houses. There is a passive house project in Embro that is currently underway. There is also a public housing development in Woodstock that meets the passive house requirements.

Passive House is attempting to get the Federal Government to make this the new building standard for the Building Code. It is a slow process and they are receiving push back from Environment Canada in terms of the stringency. Mr. Sullivan has also requested information regarding passive house standards for retrofits. Mr. Sullivan has not had an update from City of Stratford staff regarding the motion the Committee previously passed. Councillor Burbach stated the City cannot make stricter requirements than those included in the Ontario Building Code, however incentives, not necessarily monetary, to builders who meet passive house standards may be able to be offered. Emily Chandler suggested incentives for builders to take training on building passive houses might be a start. Staff will inquire if the Manager of Planning would be available to attend the June E&E meeting to discuss options for moving forward with a plan.

**(d) Re-Usable Container Program for Stratford – Sammie Orr**

Sammie Orr reported that A Friendlier Company has hosted some meetings for local restaurants to learn about the program. There was a lot of interest in participating. The working group is trying to get a group of Stratford restaurants, hopefully 5-10 to participate. There have been sample containers delivered to some restaurants and samples are available to see at Destination Stratford. There will be another information session in a couple of weeks. The working group is also researching other companies and options for restaurants to choose from. Please contact Sammie Orr if you would be interested in joining the committee.

**(e) Recommendation to Phase Out Ontario's Gas Plants – Mike Jorna**

Following the presentation from the Ontario Clean Air Alliance and reviewing resolutions from other municipalities, Mike Jorna drafted a resolution for Stratford to support the phase-out of Ontario's gas plants. Emily Sykes suggested amending the section referencing Stratford has "committed" to a carbon net zero goal by 2050 to "considering" a carbon net zero goal by 2050, as it has not yet been passed by Council.

Motion by Mike Jorna, seconded by Emily Sykes

**THAT the Energy and Environment Advisory Committee recommends the following resolution be considered by Stratford City Council:**

**AND WHEREAS the Earth is on course toward a climate crisis, unless timely actions are taken to minimize the greenhouse effect;**

**AND WHEREAS the use of fossil fuels is a major contributor to the greenhouse effect because of the increasing amount of heat trapping Carbon Dioxide in the atmosphere;**

**AND WHEREAS Stratford, along with other municipalities has declared a "Climate Emergency" and is considering a Carbon Net Zero goal to be achieved by 2050;**

**AND WHEREAS the 2050 Carbon Net Zero goal has been, and is being adopted by countries and governments at all levels, as well as by industries, social and economic institutions;**

**AND WHEREAS the most effective way of achieving that goal is through initiatives in reducing carbon footprint, and greening;**

**AND WHEREAS in the Province of Ontario, Electricity generation fueled by Natural gas contributes substantially to the province's carbon footprint and provides an opportunity for rapid reduction of carbon dioxide emissions through the elimination of this form of generation;**

**AND WHEREAS in the interest of environmental and economic wellbeing for the province of Ontario, immediate action to replace the gas generators by sustainable zero carbon alternatives should be undertaken**

**Therefore, be it resolved that the City of Stratford strongly appeal to the Government of Ontario to immediately take steps to replace gas powered electrical generation with non-carbon based sustainable alternatives;**

**Be it further resolved that this resolution be circulated to Ontario municipalities and their organizations including AMO and OSUM for their consideration of support. Carried**

**(f) Update on Anti-Idling By-law – Councillor Burbach**

Councillor Burbach reviewed the Working Group's recommendations for updating the City's anti-idling by-law. The recommendations are:

- Reducing the time limit from five minutes of consecutive idling to one minute, which is in line with what other municipalities are doing.
- Expand the types of vehicles covered to include small 2-stroke outdoor motorized equipment, such as snowblowers, leaf blower, lawn mowers, etc.
- Remove the outdoor ambient temperature attached to the idling by-law.
- Recommend an education and enforcement campaign – enforcement in certain designated zones (downtown core, market square, school zones), include regular social media posts, posting anti-idling signs in designated zones, creating bookmarks or stickers to make available at City Hall to get the message out, signs for businesses to post with the phone number to contact a by-law officer to report any idling.

Councillor Burbach will investigate by-laws from other municipalities who have included 2-stroke equipment in their anti-idling by-law.

Chris Bantock will contact the Infrastructure & Development Services department to inquire about the cost of signage. Vanni Azzano suggested any fines collected from the anti-idling by-law could be put towards the purchase of trees.

Members were requested to forward any additional feedback to the Chair.

**(g) Ground Source Heating Options for the City**

Deferred to May meeting.

**(h) Campaign to Reduce Food Waste – Kate Simpson**

Kate Simpson provided the climate fact sheet to Committee members to help distribute and it will also be posted on the City's social media. She is also working on a fast food/take out infographic to post as well.

**(i) ATAC Representation**

Anna Stratton has been nominated as the E&E representative on the Active Transportation Advisory Committee. The recommendation has been sent to Council for approval.

**7.0 New Business**

No new business.

**8.0 Upcoming Events**

**9.0 Next Meeting Date** – May 6, 2021 – 4:00 p.m., electronically.

**10.0 ADJOURNMENT**

Motion by Councillor Burbach, seconded by Anna Stratton

**THAT the April 1, 2021 Energy & Environment Advisory Committee meeting adjourn. Carried**

Meeting Start Time 4:02 P.M.

Meeting End Time: 5:37 P.M.