



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

**Date:** Monday, July 11, 2022

**Time:** 7:05 P.M.

**Location:** Electronic Meeting

**Committee Present:** Councillor Vassilakos - Chair Presiding, Councillor Burbach - Vice Chair, Mayor Mathieson, Councillor Bunting, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben

**Staff Present:** Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, David St. Louis - Director of Community Services, John Paradis - Fire Chief, Karmen Krueger - Director of Corporate Services, Kim McElroy - Director of Social Services, Anne Kircos - Acting Director of Human Resources, Chris Bantock - Deputy Clerk

To watch the Committee meeting live, please click the following link: <https://stratford-ca.zoom.us/j/86576837276?pwd=bnFxTTJ6YytPN1cyemhFYUhXbGg4QT09>

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.

Councillor Beatty provided regrets for this meeting.

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

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

the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

3. **Sub-committee Minutes** 4 - 7
- Sub-committee minutes are attached for background regarding the discussion held at the June 29, 2022 Sub-committee meeting.
4. **Delegations**
- None scheduled.
5. **Report of the Director of Infrastructure and Development Services**
- 5.1. **Stratford Landfill Public Input Invited June 2022 (ITS22-018)** 8 - 11
- Staff Recommendation:** THAT Council consider any comments received;  
AND THAT the report titled, "Stratford Landfill Public Input June 2022" (ITS22-018), be received for information.
- Motion by  
**Sub-committee Recommendation:** THAT Council consider any comments received;  
AND THAT the report titled, "Stratford Landfill Public Input June 2022" (ITS22-018), be received for information.
6. **For the Information of Committee**
- 6.1. **Department Update** 12 - 16
- Sub-committee Discussion:** The Director of Infrastructure and Development Services advised Pride Stratford is looking to complete some repairs to the pride crosswalk.
- Discussion was held on the sidewalk replacement on Forman Avenue and it was questioned whether there is a policy which dictates timelines for replacement. The Director of Infrastructure and Development Services stated that timelines for the replacement of sidewalks is addressed in the contract for the work. Staff are working with a new contractor regarding expectations around timelines, however, the contractor is experiencing difficulties with suppliers.
- Sub-committee questioned if a motion should be made for staff to review the current policy. The Director of Infrastructure and Development Services stated targets are included in the contract currently and the

timing for the sidewalk replacement on Forman Avenue was more significant than staff would prefer. Staff continues to work with new contractors in this regard.

Sub-committee noted the Transportation Master Plan is on Engage Stratford and thanked staff.

## 6.2. **Advisory Committee/Outside Board Minutes**

17 - 28

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

- Accessibility Advisory Committee minutes of April 5, 2022
- Active Transportation Advisory Committee minutes of April 27, 2022

## 7. **Adjournment**

Meeting Start Time:

Meeting End Time:

Motion by

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



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

Date: June 29, 2022  
 Time: 4:30 P.M.  
 Location: Electronic Meeting

Sub-committee Present: Councillor Vassilakos - Chair Presiding, Councillor Burbach - Vice Chair, Councillor Gaffney, Councillor Sebben

Regrets: Councillor Ingram

Staff Present: Taylor Crinklaw - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Karmen Krueger – Director of Corporate Services, Tatiana Dafoe – City Clerk, Victoria Trotter - Council Clerk Secretary

**1. Call to Order**

The Chair called 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

No disclosures of pecuniary interest were made by a member at the June 29, 2022, Infrastructure, Transportation and Safety Sub-committee meeting.

### 3. Delegations

None were scheduled.

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

#### 4.1 Stratford Landfill Public Input Invited June 2022 (ITS22-018)

**Staff Recommendation:** THAT Council consider any comments received;

AND THAT the report titled, "Stratford Landfill Public Input June 2022" (ITS22-018), be received for information.

**Sub-committee Discussion:** The Director of Infrastructure and Development Services reviewed the management report. He noted that a requirement of the landfill's Environmental Compliance Approval is that the public must be invited to provide comments on a semi-annual basis. He noted two responses were received. Comments praised staff and offered suggestions such as including identification of alternatives to landfilling of mattresses and furniture, planting of trees around the perimeter of the landfill, identification of aluminum recycling initiatives, and options for decreased wait times at the entrance.

The Director of Infrastructure and Development Services noted the scale at the landfill is obsolete and requires immediate replacement. Before replacement takes place, Public Works has started a facility review to consider reorientation of the facility.

In response to questions from Sub-committee about waste diversion, the Director of Infrastructure and Development Services advised the Waste Reduction Coordinator continues to advocate for a reduction in waste. The Waste Reduction Coordinator also looks for alternative options for diversion of mattresses and other landfill items.

Sub-committee noted the purchase of property adjacent to the landfill was included in the 2022 budget and requested a status update. The Director of Infrastructure and Development Services stated there are two parcels of land being considered. The parcel abutting Romeo Street is pressing as it is a ministry requirement to obtain the parcel. The second parcel may be a purchase or lease and no update is available at this time.

Motion by Councillor Gaffney

**Sub-committee Recommendation: THAT Council consider any comments received;**

**AND THAT the report titled, "Stratford Landfill Public Input June 2022" (ITS22-018), be received for information.**

**Carried**

## **5. Department Update**

**Sub-committee Discussion:** The Director of Infrastructure and Development Services advised Pride Stratford is looking to complete some repairs to the pride crosswalk.

Discussion was held on the sidewalk replacement on Forman Avenue and it was questioned whether there is a policy which dictates timelines for replacement. The Director of Infrastructure and Development Services stated that timelines for the replacement of sidewalks is addressed in the contract for the work. Staff are working with a new contractor regarding expectations around timelines, however, the contractor is experiencing difficulties with suppliers.

Sub-committee questioned if a motion should be made for staff to review the current policy. The Director of Infrastructure and Development Services stated targets are included in the contract currently and the timing for the sidewalk replacement on Forman Avenue was more significant than staff would prefer. Staff continues to work with new contractors in this regard.

Sub-committee noted the Transportation Master Plan is on Engage Stratford and thanked staff.

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

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

- Accessibility Advisory Committee minutes of April 5, 2022
- Active Transportation Advisory Committee minutes of April 27, 2022

## **7. Next Sub-committee Meeting**

The next Infrastructure, Transportation and Safety Sub-committee meeting is July 27, 2022 at 4:30 p.m.

## **8. Adjournment**

Motion by Councillor Burbach

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

**Carried**

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:43 P.M.




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## MANAGEMENT REPORT

**Date:** June 29, 2022  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Taylor Crinklaw, Director of Infrastructure and Development Services  
**Report #:** ITS22-018  
**Attachments:** Correspondence received from Scott Tousaw, May 23, 2022;  
 Correspondence received from Scott Wishart, May 26, 2022.

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**Title:** Stratford Landfill Public Input Invited June 2022

**Objective:** To consider comments received regarding the operation of the Landfill site.

**Background:** As a requirement of Environmental Compliance Approval Number A150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis.

**Analysis:** Notice was placed in the Beacon Herald Town Crier and Marketplace from May 14<sup>th</sup> through June 18<sup>th</sup>, 2022, inclusive, inviting citizens to provide comments on the operation of the landfill site or request to appear as a delegation at the Infrastructure, Transportation and Safety Sub-committee meeting on June 29<sup>th</sup>, 2022.

Two responses have been received by Staff to date. Comments praised staff working at the landfill, and included suggestions for increased services. Suggestions included: the identification of alternatives to landfilling of mattresses and furniture; planting of trees around the perimeter of the landfill; identification of aluminum recycling initiatives; and exploring options for decreasing wait times at the landfill entrance.

Mulch at the landfill is provided free for residents of Stratford. Contractors would be required to pay for mulch, however, no such requests have been received to date. Recycling/repurposing furniture and mattress has been considered by Staff, but no viable plan has been put into place yet.

The scale at the landfill is obsolete and requires immediate replacement. Before a work plan is finalized for its replacement, Public Works has started a facility review to consider reorientation of some of the onsite facilities.

**Financial Implications:**



**Financial impact to current year operating budget:**

Any change in service levels at the Stratford Landfill site would have a financial impact to be determined by staff and brought to a future meeting for consideration.

**Financial impact on future year operating budget:**

Any change in service levels at the Stratford Landfill site would have a financial impact to be determined by staff and brought to a future meeting for consideration.

**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.

**Alignment with One Planet Principles:****Culture and Community**

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

**Zero Waste**

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

**Zero Carbon Energy**

Making buildings and manufacturing energy efficient and supplying all energy with renewables.

**Staff Recommendation: THAT Council consider any comments received;**

**AND THAT the report titled, "Stratford Landfill Public Input June 2022" (ITS22-018), be received for information.**

**Prepared by:** Taylor Crinklaw, Director of Infrastructure and Development Services

**Recommended by:** Joan Thomson, Chief Administrative Officer

**From:** Scott Tousaw <[REDACTED]>  
**Sent:** Monday, May 23, 2022 8:39 AM  
**To:** Michelle Cronin <[REDACTED]>  
**Subject:** Landfill Comments

Hi, a few thoughts/ideas for your request for public comments, from a resident who uses the site dropoff perhaps twice a year:

- the Landfill staff are always pleasant and helpful;
- the free wood chips are much appreciated;
- alternatives to landfilling mattresses and furniture should be found; perhaps furniture could be included in the study underway; e.g., could a commercial enterprise extract the wood, metal and cloth components for recycling?
- the landfill could be ringed by several rows of trees; in 25 years the landfill hill would be largely screened;
- on recycling, I understand aluminum is not accepted and yet it is valuable and efficiently recycled; we, along with a few neighbours, save our cat food tins for occasional delivery to one of the metal recyclers, who gladly receive it; let's find a way as a community to recycle aluminum.

Thanks, and keep up the great work.

--

Scott

*"Simplicity is the ultimate sophistication."* Leonardo da Vinci

**From:** Scott Wishart <[REDACTED]>  
**Sent:** Thursday, May 26, 2022 3:39 PM  
**To:** Michelle Cronin <[REDACTED]>  
**Subject:** Landfill Site

Hi Michelle,

First, thanks to you and the City for offering to take feedback on the Romeo Street landfill site. Staff there are unfailingly courteous, efficient and helpful. It's a well-run facility already.

Given its local popularity and continued growth in user traffic, though, I wonder if there are ways to speed up the entry off Romeo Street. With the high volume of construction workers, backyard gardeners, and professional and DIY home renovators using the site, it's not unusual for lineups to be lengthy. Waits of 10-15 minutes aren't uncommon, depending on the day of the week and time of day. Would a second small kiosk, not unlike what's in use at provincial parks, for example, be of any value to ease the congestion? I've no doubt staff is well aware of peak hours, so it shouldn't be too onerous to engage an extra person for 'check in' during those times.

Just an idea.

A second suggestion is, potentially, a money generator for the City. Or, alternatively, a good will gesture, with defined limits, for City taxpayers.

While compost is available at the site, there is not, I believe, any option for the pickup of mulch/wood chips. With the popularity of gardening in Stratford, a small area catering to this market might be successful. Or not. It seems, though, that there is a plentiful supply (T.J. Dolan Natural Area seems to get the bulk) of City-generated mulch which could be monetized. Say, two bucks for a yardwaste-sized bag, limit of four per vehicle, that kind of thing.

Anyway, all just idle thoughts.

Wishing you the best with the process.

Stay well.

Cheers,  
Scott

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Scott Wishart

[REDACTED], Stratford ON  
[REDACTED]

Infrastructure, Transportation and Safety Sub-Committee  
IDS Update Regarding Capital Projects, Engineering and Operations

June 2022

**Capital Projects**

Studies

- Transportation Master Plan Update
  - RFP for consultant services awarded to IBI Group, new Transportation Master Plan will be updated and incorporate the Bike and Pedestrian Master Plan
  - Round 1 Engagement summary report available on the Engage website
  - Phase 1 report due mid July, Phase 2, identify and evaluate alternatives is commencing
  - Next public consultation anticipated this Fall.
- Storm Model and Master Plan Update
  - RFP for consultant services being prepared
  - 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, kick-off meeting early June
  - New sanitary model to be used to update existing sanitary master plan and incorporate all lands annexed since 2004

Reconstruction Projects

- Online Updates
  - Engage Stratford website being used to keep up-to date progress of ongoing projects and reconstruction jobs on the City's website.
- Queen Street Storm Sewer
  - Tender awarded to Birnam Excavating Ltd.
  - Construction complete, minor restoration outstanding
- Redford Crescent Reconstruction
  - Tender awarded to Bre-Ex Construction Inc.
  - various repairs and deficiencies outstanding
- Asphalt Resurfacing 2022
  - Proposed Lorne Avenue from Romeo to Home
  - Ontario Street resurfacing from east City limits to Gordon Street received Connecting Link funding, work is included in tender
  - Tender award scheduled for July 13
- Huron Street Reconstruction, Phase 1
  - Connecting Link funded project, Design and Contract Admin awarded to IBI Group

- New watermain, sanitary sewer, storm sewer, roadway
- Tender awarded to Steve Smith Construction, construction ongoing
- Sidewalk projects 2022
  - Walnut Street, Martin Street, Cambria Street from John to St. Vincent, John Street from north of Cambria to Centre – tender to be issued in July
  - McCarthy Road east of Mornington – on hold until results of funding application is known
  - Future designs for Douro Street and McCarthy Road West underway
- Argyle Street and McKenzie Street Reconstruction 2022
  - Full reconstruction with new watermains, sanitary and storm sewers
  - Tender awarded to Elgin Construction
  - Construction scheduled to begin early July
- T J Dolan Multi-use Trail
  - Tender awarded to Steve Smith Construction, construction complete

### Other

- Bridge and Culvert Improvements
  - RFPs being prepared for a consultant to design the replacement of the concrete retaining walls near the CN overpass on TJ Dolan Drive, consultant to design the deck rehabilitation for Dunn's Bridge
  - Repair work to Tom Patterson Island bridge and Waterloo Street bridge complete.
- Concrete and Asphalt Restoration
  - New multi-year tender to replace damaged concrete sidewalk, curbs and asphalt road cuts, including restoration works.
  - Tender awarded to Royal Crown Construction, work ongoing
- Pedestrian Crossing Improvements
  - Downtown Traffic Study presented at Council in January 2021
  - Design work and plans for Ontario/Church/St. Andrew, Downie/George, and other intersections ongoing
  - Tenders anticipated in July for Ontario/Church/St. Andrew
  - When the draft design(s) is complete for Downie/George intersection, a public consultation session will be held
- Sewer Relining
  - Sanitary and Storm sewer relining to reduce infiltration and rehabilitate deficient sewers
  - Tender awarded to Clearwater Structures Inc.
  - Contractor commencing with prep work mid July
- Watermain Relining
  - Willow Street from Pleasant Drive to Devon Street
  - Tender awarded to Fer-Pal Construction Ltd
- Portia Watermain Extension
  - Dead end watermain providing poor water quality to residents, to be extended to Devon Street for proper looping

- Tender planned for July
- Infrastructure Canada Active Transportation Fund Application
  - Applications submitted for three projects – Erie Street Multi-Use Trail Rehabilitation and Extension, McCarthy Road Bike Lane and Sidewalk Installation, and Douro Street and CH Meier Boulevard Multi-Use Trail
  - If successful, funding will cover up to 60% of capital costs
  - Successful projects will be added to the 2023 capital budget
  - Current status of application – “under review”
- Landfill Gas Expansion project – final restoration underway
- Landfill Cell 3B Development – contract awarded to York 1 Environmental Ltd. ; work to begin mid July
- Pride Crosswalk Repair and Installation
  - A slight adjustment to the design is proposed, the intent is to go towards the traditional ladder style crosswalk. The proposed design better aligns with accessibility comments made in the previous year’s review.

### **Divisional Updates**

#### Engineering Division Works

- 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
- Installation of Wightman infrastructure as part of the multi-year fibre to home initiative is now complete
- Inspection services for subdivision construction ongoing
- Compiling data for asset management project
- Design ongoing for other contemplated 2022 projects
- City wide pavement evaluation completed for 2022, summary report due July

#### Operations Update: Water

- Dufferin Tower Cleaning and Inspection pushed back to the fall – Need updated Rescue Plans for the tower
- Watermain breaks so far in 2022 = 25
- Chestnut Well is still offline. VFD Failure – Waiting on warranty repairs
- Staff just completed our MECP Required 36 Month Risk Assessment with our consultant
- Staff returning to Festival Hydro Facility on July 11th.

#### Operations Update: Wastewater

- 2 minor Spills reports sent to spills action centre in the last month
- New Sewermain Acoustic Inspection Program is now underway.
- Ongoing excavations – about 1 per week (HSA’s, spot repairs etc.)

### Operations Update: Water Pollution Control Plan

- No recent major issues or overflows with the WPCP – Working on small capital and annual maintenance
- This is the time of the year where we see our true flows into the plant. Representative of the city because there is little to no rain or infiltration
  - True flows are around 15,000m<sup>3</sup>/day which is about half of our allowable flow into the plant under our ECA (36,660m<sup>3</sup>/day)

### Operations Update: Public Works

- First round of street sweeping is complete. Second round is well underway
- Asphalt crews are completing hot mix overlays on streets in need
- Retro reflectivity sign inspection is almost complete
- Storm work continues with maintenance flushing
- The contractor who completes our catch basin cleaning has provided us with a list of deficiencies. Crews continue to work on the list
- The department is extremely busy with special events throughout the month. Many requests requiring road closures, barricades, recycling carts and bike racks
- Canada Day event prep continues to be a focus for the department
- Report an issue form on City's website continues to be highly used and successful at addressing residents and businesses concerns and issues as they arise. <https://forms.stratford.ca/Report-an-Issue>

### **Climate Change Internal Working Group**

- Eight meetings to date.
- Many members attending webinars, conferences and workshops.
- Have been in contact with many other municipalities regarding aspects of climate change initiatives being pursued by the working group.
- Climate Change Program Manager position compensation is under evaluation.
- Short term focus (3 to 6 months):
  - Build knowledge and internal capacity (Ongoing)
  - Review existing municipalities frameworks on Climate Change (Ongoing)
  - Post and fill Climate Change Program Manager position (Ongoing)
  - Develop framework for funding strategies (Ongoing)
  - Evaluating how sub-groups may operate internally (Ongoing)
  - Developing a public communication off recent corporate initiatives (ongoing)
- Midterm focus (up to year end):
  - Establish primary internal framework
  - Determine sub-working groups (e.g. industry specific)
  - Built template for funding strategies
  - 2023 budget

- Long term objectives:
  - Develop working strategic plan and objectives
- Work Group Members: Director of Infrastructure and Development Services, Fire Chief, Manager of Planning, Fleet Supervisor, Manager of Child Care and Early Years, Manager of Community Facilities, Manager of Transit, Corporate Initiatives Lead





## Accessibility Advisory Committee (AAC)

### MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, April 5, 2022 at 11:30 a.m., electronically.

**Committee Members Present:** Peter Zein – Chair Presiding, Laurie Maloney-Devlin, Peg Huettlin, Diane Sims, Judy Hopf, Councillor Bonnie Henderson, Pam Mugford, Andy Mark, Roger Koert

**Staff Present:** Tatiana Dafoe – Clerk, Dan Sykes – Development Coordinator, Mark Hackett – Manager of Community Facilities, Casey Riehl – Recording Secretary

**Also Present:** Angela Brayham – Director, Gallery Stratford

#### 1. Call to Order

Peter Zein, Chair presiding, called the AAC meeting to order at 11:40 a.m.

#### 2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

#### 3. Adoption of the Previous Minutes

**Motion by** Laurie Maloney-Devlin

**Seconded by** Pam Mugford

**THAT the minutes from the Accessibility Advisory Committee meeting dated March 1, 2022, be adopted as printed. Carried**

#### 4. Delegate – Angela Brayham – Director, Gallery Stratford – Renovations to Washroom and Entry at Gallery Stratford

Angela Brayham, Director of Gallery Stratford, explained that Gallery Stratford has undergone significant renovations in the last couple of years. The building was originally built in 1883 as a pumphouse and over the years has been adopted for use as a public building. As part of their renovations, the Gallery is trying to bring their building up to

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accessibility standards. They have installed automatic front doors with touchless operators, and a ramp as close to code as possible to allow people to get from the back door area into the studio area. They have recently received a grant from the Enabling Accessibility Fund to put automatic openers at the back door, level the parking lot adjacent to the back doors to allow accessible entry through the back door and to create a washroom that is more accessible than the current washroom. Some of the renovations in the washroom will include automatic door openers, emergency call buttons, an accessible toilet, fixtures for an adult change table and changing the orientation of the room to allow for better accessibility and functionality.

Members expressed support for the proposed renovations that staff provided in the architect's drawings.

Roger Koert inquired if the Gallery reviewed the Facilities Accessibility Design Manual (FADM) when considering renovations. Ms. Brayham stated that they referenced the guidelines as best as possible given the circumstances of the limited space.

Laurie Maloney-Devlin inquired if the new accessible washroom will be available for public use, even if they are not visiting the Gallery. Ms. Brayham stated that yes it will be, as they have a number of people who are using the park that come in and request to use a washroom. The Gallery is in the process of getting their doorbell working again at the back door, should anyone require entry from there. The washroom will be a gender-neutral washroom.

**Motion by** Councillor Bonnie Henderson

**Seconded by** Diane Sims

**THAT the Stratford Accessibility Advisory Committee supports the proposed accessible renovations as submitted in the drawings by Gallery Stratford for their renovations to the entry and washroom. Carried**

Angela Brayham, Gallery Stratford Director, and Mark Hackett, Manager of Community Facilities, departed the meeting at 11:57 a.m.

## 5. Infrastructure & Development Services Update – Dan Sykes

Dan Sykes, Development Coordinator, provided the following update:

- The accessible parking spot on Lakeside Drive has been completed by the concrete contractor. City staff will complete painting once weather permits.
- Staff will assess reconfiguring parking spots on Morenz Drive at the Allman Arena for on-street accessible parking in late spring. Mr. Sykes will send a design to the Review Sub-committee for feedback prior to work commencing.
- The Queen Street project is nearing completion. Staff is proposing a seating area and viewing platform near the ramp close to the outlet. It will be a flat concrete

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platform. Mr. Sykes will provide the AAC with drawings closer to commencement of the project.

- The St. Vincent Street crossing has been repaired. Mr. Sykes will contact Public Works for an update on the Guelph/Exeter line on the Goderich crossings where they intersect with roads.
- Staff will be reviewing the Wellington Street repairs soon and will flag the areas that are deficient and add them to the list for concrete.
- The curb cut across from the Tom Patterson Theatre is on the list and will be completed this year.
- Argyle Street and Mackenzie Street reconstructions have gone out for tender and will be going to City Council for award on April 11, 2022. Mr. Sykes will update the AAC on a start date for the project.
- Phase 1 of Huron Street reconstruction project (from the bridge to John Street), which is projected to run from April to October, has gone out for tender and will be going to City Council for award on April 11, 2022.
- Asphalt resurfacing only will be completed on Lorne Avenue (from Home Street to Romeo Street) and is currently in the design stage.
- Pending funding, asphalt resurfacing on Ontario Street (Burritt Street to the City limits) will also be completed in 2022. It was noted there has been no update on funding to date.
- Repairs to the Tom Patterson and Waterloo Street bridges are complete. The plan was to rehab both bridges, there was not a budget to try and retrofit them to make them accessible.
- Councillor Henderson inquired about plans to make Memorial Gardens accessible this year. Mr. Sykes advised he would contact Community Services for an update on plans for this project.
- Diane Sims inquired if there was any way to request signage near the corners of Festival Marketplace Mall to make drivers aware that there are pedestrians going around the building to access Fabricland. Mr. Sykes stated that due to the fact that it is a private business, they would have to solicit the property owner to inquire if they would consider something such as this. He advised he would check with the Planning Division to inquire what sort of jurisdiction they may have under site plan.
- Roger Koert advised he was contacted by a resident of Dixon Road inquiring if a curb cut could be installed on the inside sidewalk of Dixon Road (where Dixon Road meets Dorland Drive). Mr. Sykes advised he would have this area reviewed.

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## **6. Site Plan Review Sub-Committee Feedback Reports – Dan Sykes**

Members were advised there is no new update on 429 Huron Street. The developer is continuing to work with staff on revised plans.

Mr. Sykes reported that the developers of the Queensland Drive property (old Sobeys) have met the 15% accessible units as outlined in the Ontario Building Code. Staff has not received the site plan to date. Once it is received, the AAC review committee can review it and submit comments. Staff will encourage the developers to refer to the FADM.

Mr. Sykes noted that there will soon be site plans to review for an apartment development on Vivian Line (former Eldon's Nursery) and a condominium development on Romeo Street (former As You Like It Motel).

Dan Sykes, Development Coordinator, departed the meeting at 12:11 p.m.

## **7. Transit**

None noted.

## **8. Parking**

None noted.

## **9. Report from Council on Accessibility Issues – Councillor Henderson**

No new items to report.

## **10. Business Arising from Previous Minutes**

### **10.1 Launch of FADM – Tatiana Dafoe**

Tatiana Dafoe reported that she has been working with Peter Zein, Roger Koert and Diane Sims to gain some initial feedback on topics to be discussed and to finalize a plan.

### **10.2 Accessible Housing/Tax Deferral Programs – Diane Sims/Tatiana Dafoe**

Tatiana Dafoe reported that Planning staff are working on a report that should be forthcoming to a future Planning and Heritage Sub-committee meeting. Ms. Dafoe will confirm the date of the meeting and circulate that information to the AAC.

### **10.3 National AccessAbility Week (May 29-June 4, 2022) – Roger Koert**

Roger Koert outlined his idea for a joint project between Heritage Stratford and the AAC for National AccessAbility Week. He advised he would like to find 2-3 examples of local heritage buildings or outdoor spaces that have accessible

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solutions and highlight those solutions to inspire others who have heritage buildings.

He proposed a summary of the solutions with images, videos, or descriptions for social media posts. Members from both committees could be involved in gathering information and executing the plan. Mr. Koert will be addressing Heritage Stratford at their April meeting to discuss the idea with them. Members were asked to forward ideas or examples to Mr. Koert. Laurie Maloney Devlin suggested that letting people know about various grants available to assist with funding projects would be helpful. Mr. Koert will inform the AAC of the plans moving forward after he has met with the Heritage Committee on April 12<sup>th</sup>.

#### 10.4 AAC Presentation to Council – Peter Zein

Peter Zein reported that at the last AAC meeting, interest was expressed from members to do a presentation at Council. The Clerk suggested the AAC could put together a presentation providing Council with information on accessibility requirements, promoting the FADM and any other issues they feel Council should be aware of. Alternatively, the AAC could pass a motion requesting Council complete a training session on the AODA and obtain information on what it means to be barrier-free, the purpose of the FADM and the Ontario Building Code Act and requirements relating to accessibility. Members were advised Council can choose whether to undertake the training, refer it to the next Council (as it is an election year) or choose not to proceed with training.

Councillor Henderson suggested making the training part of the initial mandatory training that all the new Councillors will receive after the election or incorporate it into National AccessAbility Awareness week. Tatiana Dafoe, Clerk, suggested the AAC could make a recommendation for the upcoming budget cycle requesting the new term of Council include funds for training for this purpose. Alternatively, the AAC could request additional funds for their budget to develop training material and resources that can be distributed.

Roger Koert volunteered to work towards a November goal to put together a PowerPoint presentation for the new Council. A 6–8-minute presentation highlighting where to find resources and why they are important would be developed.

#### 11. **New Business**

None noted.

#### 12. **Date of Next Meeting:** Tuesday, May 3, 2022 at 11:30 a.m., electronically.

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**13. Adjournment**

**Motion by** Diane Sims

**Seconded by** Pam Mugford

**THAT the April 5, 2022, Accessibility Advisory Committee meeting adjourn.**

**Carried**

Start Time: 11:40 A.M.

End Time: 12:47 P.M.

Active Transportation Advisory Committee  
April 27, 2022



## Active Transportation Advisory Committee

### MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, April 27, 2022 at 7:02 p.m., electronically.

**Committee Members Present:** David Daghish – Chair presiding, Councillor Burbach, Councillor Vassilakos, Bernard Goward, John Zelek, Donald Hathaway and Lee Chandler

**Staff Present:** Tatiana Dafoe – Clerk, Vicky Trotter – Recording Secretary and Nick Sheldon – Project Manager

**Also Present:** Sarah Merkel – HPPH, Inspector Jason Clark – Stratford Police Services, Felicity Sutcliffe – Energy & Environment Advisory Committee

**Regrets:** Pat Ranney

#### 1. Call to Order

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

#### 2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

#### 3. Adoption of Previous Minutes

**Motion by** Councillor Burbach

**Seconded by** Lee Chandler

**THAT the minutes from the Active Transportation Advisory Committee meeting dated March 23, 2022 be adopted as printed. Carried.**

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#### **4. Business Arising from Previous Minutes**

##### **4.1 Transportation Master Plan Stakeholder Meeting #1 Update**

David Daghish stated that himself and Sarah Merkel attended the meeting along side a number of stakeholder groups. He noted Ms. Merkel and himself presented the priority items selected by the Committee and that the consultants were very accepting of receiving feedback.

Ms. Merkel noted the full list of recommendations created during the previous ATAC meeting was provided directly to the consultants.

Councillor Vassilakos noted that the survey is currently active through Engage Stratford and recommended that ATAC members share the link.

Ms. Merkel stated that the survey is available until May 5, 2022.

#### **5. New Business**

##### **5.1 Lakeside Drive Closure August 2022**

Nick Sheldon stated staff is reviewing the previous practice of closing Lakeside Drive from Front Street to Morenz Drive to vehicular traffic during the weekends in August and is seeking ATAC's comments on the initiative, including on the effectiveness of the closure in 2021 and the potential continuation of this process in 2022.

Mr. Sheldon noted there are three options that are currently being considered:

- Lakeside Drive changed to one-way using the eastbound lane for traffic
- Closure of Lakeside Drive from Front Street to Morenz Drive to vehicular traffic during weekends in August
- Closure of Lakeside Drive to vehicular traffic for a week

John Zekel questioned why the eastbound lane would be chosen for closure as apposed to the westbound lane. Mr. Sheldon stated that the westbound lane is adjacent to the river and sidewalk, creating one large active transportation space, rather than having traffic between the two active transportation spaces.

Mr. Zekel noted that traffic moving eastbound is usually going at a higher rate of speed compared to westbound.

Councillor Burbach noted that if traffic was in the westbound lanes and they wanted to turn south they would be required to cross the active transportation lane. Additionally, parking is located on the eastbound side and should the lane



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be closed all parking will be lost for the duration of the closure. She noted that traffic calming measures may be required.

Councillor Vassilakos noted the feedback she has received from the previous year has been positive. She also noted that a recommendation from ATAC regarding a long term solution for cycling in the parkland such as a multi-use trail should be made and that the operational funds from temporary closures moved to a long term solution.

Felicity Sutcliffe stated in the previous active transportation plan a study was to be completed including William Street becoming a one-way street to create a loop for active transportation. Ms. Sutcliffe questioned how the lanes for traffic and active transportation will be marked and divided.

Mr. Sheldon commented that ATAC should provide both comments on the previous years success of the closure of Lakeside Drive and a separate recommendation for a permanent solution.

Donald Hathaway stated he believes a permanent solution is better than a stop gap and that changing Lakeside Drive to a one-way street would be preferred.

Mr. Zelek confirmed he also prefers a long-term solution and would like to see the closure for the entire summer as August was too short of a time frame.

Councillor Vassilakos noted a long-term solution would require a considerable amount of time and planning, additionally, the 2022 budget is set. She stated that a 5-year plan for a long-term solution would be favourable and it would be best for the Committee to make a recommendation for the current year stop gap and a long-term solution.

Sarah Merkel questioned if trail counter data was gathered in 2021. Mr. Sheldon stated he does not believe data was compiled in 2021, however, data could potentially be compiled in 2022.

Councillor Burbach noted counts were completed in 2020. She questioned if it would be best to have the temporary solution test out a potential long-term solution in order to have data to assist with moving forward.

Councillor Vassilakos stated she is hesitant to use stop gap data for a long-term solution and that a more complete solution for cycling in the parkland is needed.

Mr. Zelek questioned if the City could set up pedestrian and vehicle counters during the week to collect data for flow during the summer.

**Motion by** Councillor Vassilakos  
**Seconded by** John Zelek

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**THAT Lakeside Drive from Waterloo Street to Queen's Park Drive proceed to be a one-way eastbound for traffic and westbound for active transportation for the two months of July and August 2022 and THAT the City be encouraged to use counters to determine how the closure is being used.**

Discussion took place regarding the motion.

Mr. Sheldon reiterated the three previously mentioned options and stated altering a road to one-way is a considerable amount of work and expense and a longer duration should be considered.

Ms. Sutcliffe stated she would like to see Lakeside Drive altered to one-way for an entire month.

Mr. Daglish questioned when the Queen Steet construction will be completed. Mr. Sheldon confirmed the work is scheduled to be completed in the next two months.

Bernard Goward asked if consideration will be given to the Festival Theatre patrons. Mr. Sheldon confirmed the theatre would be consulted.

Members confirmed they would prefer a continuous solution and a continuous portion of the road with parking remaining available.

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

**Motion by** Councillor Vassilakos

**Seconded by** Donald Hathaway

**THAT a long-term permanent solution for biking and active transportation in the park system be investigated.**

Discussion took place regarding the motion.

Councillor Vassilakos stated being able to go from McCarthy Road to Romeo Street and then cut into the park system could be an option to connect the north end of the City with the downtown.

Mr. Sheldon stated the Downtown Traffic Study reviewed the potential for Veteran's Drive to be a one-way street and the modeling indicated it was a not a good option.

Members confirmed that the motion should not be detailed to allow for all potential long-term options to be reviewed.

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

## **5.2 Bike Month – Sarah Merkel, HPPH**

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Sarah Merkel confirmed that Bike Month takes place in June and shared a calendar with the group showing potential options for events. She noted in 2019 Share the Road competed a consultation with the City and provided five recommendations to work on moving forward.

Ms. Merkel listed the following items to be considered:

- Family Bike Ride, previously aided by Cycle Stratford
- Car Free Fridays, previously aided by the BIA and Chamber of Commerce
- Walk and Wheel Wednesdays with local schools
- Stratford Live Music Event June 17-19, potential for bike valet
- Group Ride
- Bike to Market Day
- Climate Momentum
- Festival Theatre, active transportation by employees
- Social Media Engagement

Member of the Committee recommended the following items:

- Challenge City Council against management to use active transportation
- Offer prizes to groups completing programs
- 1000 Hours Outside
- Don't Put Your Foot on the Ground Contest
- Active Transportation Bingo for students
- Ride Around Stratford, mark on a map as you use active transportation
- Scavenger Hunt for June 2023

Ms. Merkel asked for volunteers to create a small sub-committee to implement the bike month ideas. Felicity Sutcliffe, David Daghish and Councillor Vassilakos volunteered.

### **5.3 T.J. Dolan Project**

Councillor Vassilakos requested the T.J. Dolan Project be listed on the May 2022 agenda.

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**6. Date of Next Meeting** – March 25, 2022 at 7:00 p.m., Electronic Participation

**7. Adjournment**

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT the February 23, 2022, ATAC meeting adjourn.**

Start Time: 7:02 P.M.

End Time: 7:59 P.M.