



The Corporation of the City of Stratford Infrastructure, Transportation and Safety Committee MINUTES

Date: Monday, August 8, 2022
Time: 8:13 P.M.
Location: Electronic Meeting

Committee Present in Council Chambers: Mayor Mathieson

Committee Present Electronically: Councillor Burbach - Vice Chair Presiding, Councillor Vassilakos - Chair, Councillor Beatty, Councillor Bunting, Councillor Clifford, Councillor Gaffney, Councillor Ingram, Councillor Ritsma, Councillor Sebben

Regrets: Councillor Henderson

Staff Present in Council Chambers: Joan Thomson - Chief Administrative Officer, Karmen Krueger - Director of Corporate Services, Tatiana Dafoe - City Clerk, Chris Bantock - Deputy Clerk

Staff Present Electronically: Taylor Crinklaw - Director of Infrastructure and Development Services, David St. Louis - Director of Community Services, John Paradis - Fire Chief, Kim McElroy - Director of Social Services, Anne Kircos - Acting Director of Human Resources, Jonathan DeWeerd - Chief Building Official, Nathan Bottema - Project Engineer, Mike Mousley - Manager of Transit, Nate Smith - Supervisor of Transit

Also Present: Members of the Public and Media

1. Call to Order

The Vice-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 declarations of pecuniary interest were made by a member at the August 8, 2022, Infrastructure, Transportation and Safety Committee meeting.

3. Sub-committee Minutes

Sub-committee minutes were provided for background regarding the discussion held at the July 27, 2022, Sub-committee meeting.

4. Delegations

None scheduled.

5. Report of the Chief Building Official

5.1 Accommodation Licencing By-law (ITS22-022)

Committee Discussion: The Chief Building Official (CBO) advised the purpose of the report was to give Committee and Council an update on the progress and to seek direction to hold a public meeting. The CBO advised in February 2022 Stratford City Council approved a new Zoning By-law. The new Zoning By-law permits short-term rental accommodations and staff identified other units where a short-term rental accommodation could occur.

The CBO advised a short-term rental accommodation is an accommodation where the stay is 28 days or less. If adopted, the new Short-term Rental Licensing By-law would replace the Bed and Breakfast Licensing By-law currently in effect. As part of the development of the licensing program and drafting of the by-law, staff looked at other municipal programs. For the fee structure, staff considered various

options, including a moratorium on fees for the first year to provide staff with sufficient information to set cost-recovering fees.

With respect to enforcement, the CBO advised the intent is to begin with a focused education approach and then move into a stage enforcement approach.

Motion by Councillor Ritsma

Seconded by Councillor Ingram

Committee Recommendation: THAT in accordance with Schedule 4 of the Notice Policy C.3.10, that a Public Meeting be held to hear from the public regarding the draft Accommodation Licensing By-law;

AND THAT following the Public Meeting, staff prepare a report outlining public input received on the draft Accommodation Licensing By-law with a recommended approach for implementation.

Confirmation on the timeline and process for considering this matter was requested. The Chief Administrative Officer advised if the Committee recommendation to hold a Public Meeting is approved, the recommendation would then proceed to a Special Council meeting on August 10, 2022, for final consideration. If Council approves the Committee recommendation at the Special Meeting, staff would proceed to follow the Notice Policy and schedule a Public Meeting to hear from the public regarding the draft By-law. A follow-up report would then be prepared and presented for consideration at a Committee and then a Council meeting in September 2022.

It was questioned and confirmed that written comments can be submitted as part of the public meeting process.

The Vice-Chair called the question on the motion.

Carried

6. Report of the Manager of Environmental Services

6.1 Basement Isolation Subsidy Program Updates (ITS22-020)

Staff Recommendation: THAT the basement isolation subsidy program rebate amounts be increased to \$675.00, \$2,500.00, and \$3000.00, for

valve installation, disconnection of weeping tile inside the foundation and disconnection of weeping tile from outside the foundation, respectively;

AND THAT the updated subsidy application and general information documents be received.

Sub-committee Recommendation: THAT the basement isolation subsidy program rebate amounts be increased to \$675.00, \$2,500.00, and \$3000.00, for valve installation, disconnection of weeping tile inside the foundation and disconnection of weeping tile from outside the foundation, respectively;

AND THAT the updated subsidy application and general information documents be received.

Committee Discussion: The Director of Infrastructure and Development Services advised the purpose of the report is to recommend updates to the Basement Isolation Subsidy Program. The updates, if approved, would open the program up to more people in the community. The Director advised there are no anticipated impacts to the budget because of the proposed update to the program.

Motion by Councillor Vassilakos

Seconded by Councillor Ingram

Committee Recommendation: THAT the basement isolation subsidy program rebate amounts be increased to \$675.00, \$2,500.00, and \$3000.00, for valve installation, disconnection of weeping tile inside the foundation and disconnection of weeping tile from outside the foundation, respectively;

AND THAT the updated subsidy application and general information documents be received.

Carried

7. Report of the Manager of Public Works

7.1 Blue Box Services with Circular Materials Ontario for the Transition Period of May 1, 2024 to December 31, 2025 (ITS22-021)

This item was also listed for consideration on the August 8, 2022 reconvene Council agenda.

Staff Recommendation: THAT the Chief Administrative Officer be authorized to negotiate and enter into a contractual agreement for Blue Box Services with Circular Materials Ontario for the Transition Period of May 1, 2024, to December 31, 2025.

Sub-committee Recommendation: THAT the Chief Administrative Officer be authorized to negotiate and enter into a contractual agreement for Blue Box Services with Circular Materials Ontario for the Transition Period of May 1, 2024, to December 31, 2025.

Committee Discussion: The Director of Infrastructure and Development Services advised the purpose of the report was to seek authorization to negotiate terms for Blue Box Services for the transition period. The transition period and the term of the Contractual Agreement would be from May 1, 2024, to December 31, 2025. The Director noted the regulations that have changed and the changes to the service.

Motion by Councillor Gaffney

Seconded by Councillor Ritsma

Committee Recommendation: THAT the Chief Administrative Officer be authorized to negotiate and enter into a contractual agreement for Blue Box Services with Circular Materials Ontario for the Transition Period of May 1, 2024, to December 31, 2025.

Carried

8. Report of the Project Manager

8.1 Bicycle Lanes on Fraser Drive and Forman Avenue (ITS22-008)

Staff Recommendation: THAT the report titled "Bicycle Lanes on Fraser Drive and Forman Avenue" (ITS22-008), be received for information.

Committee Decision: THAT the report titled "Bicycle Lanes on Fraser Drive and Forman Avenue" (ITS22-008), be deferred for staff to investigate consideration of a traffic proposal submitted by area residents.

Sub-committee Recommendation: THAT the report titled "Bicycle Lanes on Fraser Drive and Forman Avenue" (ITS22-008), be received for information.

Committee Discussion: The Project Engineer advised correspondence was received from residents on Fraser Drive and Forman Avenue about

the bike lanes that were installed. One concern noted in the letter that was not addressed was the proposal to move the adjacent bike lanes to another street. The Project Engineer advised this proposal was not contemplated in the original development agreement which was subject to public consultation. Staff did review the proposal and due to identified challenges do not recommend any amendments be made to the bike lanes.

It was questioned whether staff had reviewed traffic calming measures on Forman Avenue. The Project Engineer advised that staff reviewed and identified a few pilot projects that could be trialed in the area. It was noted a double white line is to be added on Fraser Drive and Forman Avenue.

Motion by Councillor Vassilakos

Seconded by Councillor Ingram

Committee Recommendation: THAT the report titled "Bicycle Lanes on Fraser Drive and Forman Avenue" (ITS22-008), be received for information.

It was questioned whether staff have considered painting the full width of the bike lane in a green colour. The Project Engineer advised staff have not considered it but that they could look into it. Support was expressed for painting the full width of the bike lane green.

The Vice-Chair called the question on the motion.

Carried

9. Report of the Deputy Clerk

9.1 Overnight Parking Strategy (ITS22-019)

This item was also listed for consideration on the August 8, 2022 reconvene Council agenda.

Staff Recommendation: THAT the Clerk be directed to bring forward a by-law to amend Section 8(1) - No Parking In Unposted Locations - of the Traffic and Parking By-law 159-2008, as amended, to add the following:

- in a manner that obstructs municipal snow clearing operations.

AND THAT staff be directed to undertake an application to the Ministry of the Attorney General, pursuant to the Provincial Offences Act, for Part II set fines to be utilized as follows:

1. \$60 voluntary payment within 7 days and \$80 set fine for parking on a roadway or shoulder between 2:00 a.m. and 6:00 a.m.; and,
2. \$60 voluntary payment within 7 days and \$80 set fine for parking in a manner that obstructs municipal snow clearing operations.

Sub-committee Recommendation: THAT the Clerk be directed to bring forward a by-law to amend Section 8(1) - No Parking In Unposted Locations - of the Traffic and Parking By-law 159-2008, as amended, to add the following:

- in a manner that obstructs municipal snow clearing operations.

AND THAT staff be directed to undertake an application to the Ministry of the Attorney General, pursuant to the Provincial Offences Act, for Part II set fines to be utilized as follows:

1. \$60 voluntary payment within 7 days and \$80 set fine for parking on a roadway or shoulder between 2:00 a.m. and 6:00 a.m.; and,
2. \$60 voluntary payment within 7 days and \$80 set fine for parking in a manner that obstructs municipal snow clearing operations.

Committee Discussion: The Deputy Clerk provided an overview of the report noting that this is a follow-up report to the direction previously given to explore an overnight parking strategy. The three areas forming the Overnight Parking Strategy were noted and explained. The Deputy Clerk noted the motion before Committee addresses the enforcement component of the strategy, specifically the addition of new offences and set fines. The proposed offence and set fines are consistent with other fees imposed by municipalities.

Motion by Councillor Vassilakos

Seconded by Councillor Ingram

Committee Recommendation: THAT the Clerk be directed to bring forward a by-law to amend Section 8(1) - No Parking In

Unposted Locations - of the Traffic and Parking By-law 159-2008, as amended, to add the following:

- **in a manner that obstructs municipal snow clearing operations.**

AND THAT staff be directed to undertake an application to the Ministry of the Attorney General, pursuant to the Provincial Offences Act, for Part II set fines to be utilized as follows:

- 1. \$60 voluntary payment within 7 days and \$80 set fine for parking on a roadway or shoulder between 2:00 a.m. and 6:00 a.m.; and,**
- 2. \$60 voluntary payment within 7 days and \$80 set fine for parking in a manner that obstructs municipal snow clearing operations.**

Carried

Support was expressed for the strategy and it was noted concerns are being received with respect to construction noise levels. Support was expressed for considering overnight municipal enforcement.

Motion by Councillor Ingram

Seconded by Councillor Vassilakos

Committee Recommendation: THAT the addition of overnight municipal enforcement officers be referred to the 2023 budget deliberations.

Concern was expressed with the referral motion. It was noted the shift for overnight enforcement could be 11:00 p.m., to 7:00 a.m. Concern was expressed that a staff report should be prepared first, and that the necessity should be demonstrated. It was noted this matter is worth discussing with Stratford Police Services as they have Special Constables who may be able to assist.

The Vice-Chair called the question on the referral motion.

Defeated

10. For the Information of Committee

10.1 Department Update

Sub-committee Discussion: The Director of Infrastructure and Development Services provided an update on department activities and ongoing projects noting the following:

- Romeo Street pedestrian crossing;
- Asphalt patch work continues;
- 215 Canada Day surveys have been received; and,
- Climate Change Program Manager posting has closed and several applications were received

Sub-committee questioned if the hydro seeding that has taken place on Redford Cres is all of the grass repair scheduled to take place. The Director of Infrastructure and Development Services noted free seeding took place prior to the hydro seeding to assist with the regrowth.

A discussion took place regarding Huron Street traffic redirecting to the adjacent residential streets and if traffic calming measures could be put in place. The Director of Infrastructure and Development Services stated speed information signs are scheduled to be installed and police could potentially attend the area when possible. Staff is reviewing temporary speed humps that could be used for future projects however there is a supply delay.

10.2 Advisory Committee/Outside Board Minutes

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

- Active Transportation and Advisory Committee minutes of May 25, 2022
- Energy and Environment Committee minutes of April 7, 2022

11. Adjournment

Motion by Councillor Bunting

Seconded by Councillor Sebben

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

Carried

Meeting Start Time: 8:13 P.M.

Meeting End Time: 8:41 P.M.