



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

Date: March 1, 2023
Time: 4:30 P.M.
Location: Council Chamber, City Hall

Sub-committee Present: Councillor Burbach - Chair Presiding, Councillor Nijjar - Vice Chair, Councillor Hunter, Councillor McCabe

Regrets: Councillor Beatty

Staff Present: Taylor Crinklaw - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk, Nathan Bottema - Project Engineer, Adam Ryan - Manager of Public Works, Jonathan DeWeerd - Chief Building Official, Tatiana Dafoe - Clerk, Joan Thomson - Chief Administrative Officer, Brad Hernden - Manager of Recreation and Marketing

Also present: Members of the Public

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

Councillor McCabe declared a pecuniary interest with respect to Item 7.1, "2023 Outdoor Patio Program (ITS23-009)," as his business has an outdoor patio.

3. Delegations

None scheduled.

4. Report of the Manager of Public Works

4.1 City of Stratford Parades – Routes and Closures (ITS23-007)

Staff Recommendation: THAT future parade routes in the City of Stratford continue on local roads only with the exception of a brief closure of Ontario Street and Erie Street intersection for the Remembrance Day Parade;

AND THAT should Council direct otherwise, that any future identified cost estimates be included in future budget considerations.

Sub-committee Discussion: The Chair reminded meeting attendees that the City of Stratford has a three-step decision making process and that a recommendation made at this meeting was not a final decision.

The Manager of Public Works provided an overview of the management report. Highlights of the overview included:

- the report being due to a request made by Council to report on the results of 2022 parades being held on local roads;
- staff having recommended the move to local roads following several challenges with parades being held on connecting links as outlined in the report;
- Huron Street reconstruction forcing organizers to explore alternate routes in 2022;
- discussions taking place between the Kinsmen Club and the City as outlined in the report;
- the Stratford & District Saddle Club offering assistance for the parades in 2022;
- following discussion, staff and the Saddle Club deciding on routes on local roads;

- parades being held successfully with no concerns noted by staff or organizers;
- surveys being conducted through the City's website and the majority of attendees having reported they enjoyed their experience at the parades;
- staff and contributing service organizations believing that future parades can be successfully delivered on local roads;
- 2023 parade applications having been submitted by the Saddle Club;
- cost breakdowns being included in the report; and
- the staff recommendation being reviewed.

A question and answer period between the Manager and Sub-committee took place as follows:

- the survey including several other categories including experience at other events on Canada Day, although it did not include a question about moving parades back to the old routes;
- it being noted that there are few opportunities to gather as a community in large groups and concern with moving parades off the main roads without strong reasoning as they are a longstanding tradition;
- notwithstanding reconstruction on Huron Street, the reasons being significant safety concerns including moving of barricades, driving over boulevards, and excessive speeding on closed sections of roadway;
- the Canada Day parade being of particular concern with the need to divert a high volume of traffic off a connecting link and the increasing difficulty for staff to manage the event safely;
- the BIA not being formally surveyed, although there had been conversations about safety in the past;
- confirmation being provided that there were more incidents on Canada Day as it is in the middle of the day during peak vacation season; and,

- there being minor issues with the Santa Clause parade but closing main arteries can always be difficult.

Motion by Councillor Hunter

Sub-committee Recommendation: THAT future parade routes in the City of Stratford continue on local roads only with the exception of:

- **a brief closure of Ontario Street and Erie Street intersection for the Remembrance Day Parade, and**
- **the Santa Claus Parade be permitted on an amended route in the downtown to include Ontario Street as the only connecting link road permitted for use, subject to approval from the Ministry of Transportation Ontario;**

AND THAT any future identified cost estimates be included in future budget considerations.

Carried

5. Report of the Project Engineer

5.1 Dunn's Bridge Rehabilitation Public Engagement and Recommendation (ITS23-006)

Staff Recommendation: THAT the design for the Dunn's Bridge Rehabilitation Project be approved as follows:

- Bridge rehabilitation work:
 - Deck patching, waterproofing and asphalt
 - Patching of the piers, soffit and girder
 - Replacement of the expansion joints, parapet barrier walls; and,
- Steel beam guiderail improvements;

THAT the comments from the online public engagement be received;

THAT design Option C - Rehabilitate and widen the deck to 12.35m to accommodate the paved shoulder bikeway as identified in the Transportation Master Plan Update, be approved as the preferred design;

AND THAT staff be authorized to proceed with construction tendering.

Sub-committee Discussion: The Project Engineer provided an overview of the management report. Highlights of the overview included:

- Dunns Bridge having reached the end of its service life;
- this segment of road being identified in the Transportation Master Plan as having cycle infrastructure on it;
- there being three conceptual options for repairs;
- staff's preferred option being the third option as outlined in report;
- details on the project were brought to the public via a virtual open house in January with overall feedback being positive;
- O'Loane Avenue being a boundary road, and the project being partially funded by Perth South;
- construction expected to take 5 months, beginning in June pending contractor availability; and,
- planning to close O'Loane Avenue for the duration of construction.

A question and answer period between the Project Engineer and Sub-committee took place as follows:

- whether there would be any savings in building a multiuse paved trail on the east side of the bridge, similar to the multiuse trail on the north side of the bridge;
- the Bike and Pedestrian Master Plan identifying shoulder paved bike routes across the bridge, in addition to the sidewalk;
- staff noting they may have the space for the trail but do not believe there would be savings;
- there not being much land available on either side for connecting the trail;
- whether a trail ladder would be constructed to go over guardrail;
- adding infrastructure into the right of way creating a hazard and staff not being in support.

Motion by Councillor Nijjar

Sub-committee Recommendation: THAT the design for the Dunn's Bridge Rehabilitation Project be approved as follows:

- **Bridge rehabilitation work:**
 - **Deck patching, waterproofing and asphalt**
 - **Patching of the piers, soffit and girder**
 - **Replacement of the expansion joints, parapet barrier walls; and,**
- **Steel beam guiderail improvements;**

THAT the comments from the online public engagement be received;

THAT design Option C - Rehabilitate and widen the deck to 12.35m to accommodate the paved shoulder bikeway as identified in the Transportation Master Plan Update, be approved as the preferred design;

AND THAT staff be authorized to proceed with construction tendering.

Carried

6. Report of the Chief Building Official

6.1 Proposed Amendment to StopGap Portable Accessibility Ramp Program (ITS23-008)

Staff Recommendation: THAT Council approve amendments to the StopGap program as follows:

- Staff in the Building Division to coordinate the request for the StopGap ramps and liaise with the store owners to confirm measurements and colour;
- The StopGap ramps are to be brightly colourful (red, yellow, green, and blue) to ensure ramps are visible to pedestrians walking along the sidewalks and into the stores;
- Store owners who will be participating in the program will be required to provide the City with a Certificate of Insurance in the amount of \$5 million dollars to indemnify the City, if the deployed ramp will sit on City property, Certificate to be submitted to the Building Division by March 31 of each year the business chooses to participate in the program;

- There will be no charge to the store owners for placing the StopGap ramps on the City sidewalks outside their store entrance during daylight business hours provided there is no more than a 1.2 metre encroachment into the public right-of-way;
- The StopGap ramp design be approved by the Chief Building Official, with a maximum 1:6 slope with a slip resistant finish, will be used as the design for the construction and that any design improvements are subject to prior approval by the Chief Building Official;
- Concerns regarding the StopGap ramps are to be referred to the Building Division;
- That the Accessibility Advisory Committee be tasked with promotion of the StopGap ramp program in the City of Stratford.

Sub-committee Discussion: The Chief Building Official provided an overview of the management report. Highlights of the overview included:

- the program being initially approved in 2015;
- in 2018, further clarification being requested on whether the ramps could stay out all the time, as opposed to an as needed basis;
- staff recommending some new terms for use of the ramps;
- the history being provided on the Stop Gap Foundation as outlined in the report;
- By-law Enforcement not having received any complaints about the ramps being left out during business hours;
- staff recommending increased insurance requirements so that in the case of slip and falls, the City is covered.

Motion by Councillor McCabe

Sub-committee Recommendation: THAT Council approve amendments to the StopGap program as follows:

- **Staff in the Building Division to coordinate the request for the StopGap ramps and liaise with the store owners to confirm measurements and colour;**

- **The StopGap ramps are to be brightly colourful (red, yellow, green, and blue) to ensure ramps are visible to pedestrians walking along the sidewalks and into the stores;**
- **Store owners who will be participating in the program will be required to provide the City with a Certificate of Insurance in the amount of \$5 million dollars to indemnify the City, if the deployed ramp will sit on City property, Certificate to be submitted to the Building Division by March 31 of each year the business chooses to participate in the program;**
- **There will be no charge to the store owners for placing the StopGap ramps on the City sidewalks outside their store entrance during daylight business hours provided there is no more than a 1.2 metre encroachment into the public right-of-way;**
- **The StopGap ramp design be approved by the Chief Building Official, with a maximum 1:6 slope with a slip resistant finish, will be used as the design for the construction and that any design improvements are subject to prior approval by the Chief Building Official;**
- **Concerns regarding the StopGap ramps are to be referred to the Building Division;**
- **That the Accessibility Advisory Committee be tasked with promotion of the StopGap ramp program in the City of Stratford.**

Carried

7. Report of the Deputy Clerk

7.1 2023 Outdoor Patio Program (ITS23-009)

Staff Recommendation: THAT the 2023 Outdoor Patio Guidelines be received;

AND THAT direction be provided regarding any changes required to the City's Outdoor Patio Program for either the 2023 patio season or for consideration in future years.

Sub-committee Discussion: The Deputy Clerk advised staff are seeking direction as to whether changes are required to the Outdoor Patio Program for 2023 or future years. In reviewing the management report, the Deputy Clerk advised:

- the program was expanded during the pandemic with opportunities to help support restaurants;
- the program offers three different patio options as outlined in the report;
- a new engagement tool called Engage Stratford was utilized to receive feedback from stakeholders and as outlined in the report, 1,583 responses to the survey were received;
- staff being pleased to see the level of response as it speaks to the success of having Engage Stratford as a tool, as well as the importance of the patio program;
- highlights of the survey being included in the report and largely positive;
- the majority of comments being provided by residents;
- four themes being noted from the open ended section of the survey, specifically adjusted season lengths, fees, safety and parking;
- safety being one of the more frequent comments due to concerns with slips, falls, and trip hazards;
- staff actioning safety updates as outlined in the report, including the addition of anti-slip coatings, "Slippery When Set" signage and the removal of flower boxes;
- staff having consulted the Downtown Stratford Business Improvement Area, who raised similar safety concerns;
- the Patio Guidelines attached to the report outlining all of the information required to submit an application, including key housekeeping updates regarding public health, permitting, and administrative.

A question and answer period between the Deputy Clerk and Sub-committee took place as follows:

- there having been two formal incidents reported in 2022;
- staff not being able to find any deficiencies with the boardwalk reported in one of the formal incidents and the second being later in the year and on a wet day;
- staff being hopeful incidents will reduce with additional safety precautions to be implemented;
- there being a discrepancy in the report related to lost parking revenue;
- the Deputy Clerk clarifying that the \$53,000 referenced in the report being parking spaces utilized in 2022 and the \$30,000 quoted being an approximate loss based on number of applications expected in 2023 which could be increased or decreased based on the number of applications actually received;
- the program not achieving full cost recovery; and,
- one of the reasons staff are supportive of current fees is because it allows the City to break even in terms of revenue coming in and expenses going out, not including parking revenue.

Motion by Councillor Nijjar

Sub-committee Recommendation: THAT the 2023 Outdoor Patio Guidelines be received.

Carried

Having declared a pecuniary interest, Councillor McCabe did not participate in the discussion or the vote on this matter.

8. Department Update

Sub-committee Discussion: The Director of Infrastructure and Development Services provided the following highlights from the Department Update:

- the Transportation Master Plan is underway, and staff are working with the consultant to finalize the report;
- tenders are out for spring construction;
- the tenders that have been issued being able to be removed at any point with no repercussions if changes are made to the budget;

- asphalt resurfacing requests being received, staff finalizing designs based on budget and anticipating the designs being available for public comment in April;
- construction being underway for the emergency construction rebuild at the Water Pollution Control Plant which was brought forward at a previous budget meeting;
- potholes being created due to the freeze-thaw cycle and Public Works crews addressing complaints as they come in; and,
- Sub-committee being reminded to direct the public to the Report an Issue page on the City's website which creates work orders for crews.

The Chair noted that several sidewalk projects from 2022 are outlined in the report to be completed in Spring 2023.

9. Advisory Committee/Outside Board Minutes

There were no Advisory Committee/Outside Board minutes to be provided to Sub-committee.

10. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is March 28, 2023 at 4:30 p.m. in the Council Chamber, City Hall.

11. Adjournment

Motion by Councillor Hunter

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

Carried

Meeting Start Time: 4:30 P.M.

Meeting End Time: 5:00 P.M.