



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

Date: June 28, 2023  
Time: 4:30 P.M.  
Location: Council Chamber, City Hall

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

Regrets: Councillor Nijjar - Vice Chair

Staff Present: Taylor Crinklaw - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk, Tatiana Dafoe – Clerk

### **1. Call to Order**

The Chair called the Meeting to Order.

Land Acknowledgment

Moment of Silent Reflection

### **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 28, 2023 Infrastructure, Transportation and Safety Sub-committee meeting.

### **3. Delegations**

None scheduled.

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

#### **4.1 Stratford Landfill Public Input Invited June 2023 (ITS23-018)**

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

AND THAT the report on the Stratford Landfill Public Input June 2023, be received for information.

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

- as a requirement of its Environmental Compliance Approval, the City is required to solicit feedback about the operation of the landfill twice a year;
- three comments were received; and
- responses to those comments were provided as follows:
  - regarding why no compost is currently available, it is in the process of being created and will be available to the public in Spring 2024.
  - regarding traffic backups on Romeo Street, there is an extended turn lane and a move to card payments only to increase efficiency in the check in line. It was noted that the line is needed to ensure that materials are directed to the appropriate places.
  - regarding a request for additional dates for household hazardous waste drop-offs, staff are looking into whether drop-offs could be reintroduced to the landfill. It was noted that this would require an amendment to the Environmental Compliance Approval. If Council desires to increase the number of drop-off days, that will come with budgetary impacts which could be looked at during 2024 budget deliberations.

The Chair stated she would like to see the number of household hazardous waste drop-of days increased. It was noted that it was the first

one of the year, which is always the busiest, but the wait seemed excessively long.

Motion by Councillor Hunter

**Sub-committee Recommendation: THAT staff investigate the financial impacts of increasing the number of household hazardous waste drop-off days, including the possible return of drop-offs to the Stratford Landfill site.**

**Carried**

Motion by Councillor Beatty

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

**AND THAT the report on the Stratford Landfill Public Input June 2023, be received for information.**

**Carried**

## **5. Report of the Deputy Clerk**

### **5.1 Long Term Overnight Permit Parking Request (ITS23-020)**

**Staff Recommendation:** THAT the request for long term overnight permit parking in the Erie and Cooper parking lots be filed.

**Sub-committee Discussion:** The Deputy Clerk provided the following highlights from the report:

- a request being received for long term overnight permit parking in the Erie Street lot;
- staff engaged in communications with the requestor to provide options currently provided for in the York, Cooper and Downie parking lots;
- long term parking for 2-3 weeks not being something that is currently provided for, and the requestor asking that the request come before Council;
- staff having laid out in the report several considerations and risks associated with the request related to financial impacts, enforcement and risk; and

- the recommendation from staff is to file the request as it is believed that the 72 hours in the Cooper lot is sufficient based on feedback during the life of the program.

It was suggested by Sub-committee that 72 hours is a sufficient length of time for parking.

Motion by Councillor Beatty

**Sub-committee Recommendation: THAT the request for long term overnight permit parking in the Erie and Cooper parking lots be filed.**

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

- a suggestion being made that permits be sold with dates on them to assist with enforcement and the need for sufficient interest to run a program like that;
- permits assisting with enforcement and having the potential to increase revenue, but the increase in costs potentially counteracting the increase in revenue;
- concern being noted that it may be challenging to have citizens move their vehicles for snow clearing if they know their vehicle can stay in place for 2-3 weeks;
- waiting to discuss long term parking options if there is to be future discussions about stacked parking at the Erie Lot;
- a suggestion made that it is necessary to make it easier for people to live downtown;
- a suggestion being made that a 72 hour permit parking program be instituted at the Kalbfleisch parking lot;
- the requestor wanting the proximity of the Erie Street parking lot, as well as the 2-3 week time period; and
- if a program was to be instituted at the Kalbfleisch lot, staff would have to look at it further and give consideration to the number of spots. It would also be a paid permit unlike the Cooper lot.

The Chair called the question on the motion.

**Carried**

## **5.2 Enforcement of EV Charging Parking Space (ITS23-021)**

**Staff Recommendation:** THAT the Traffic and Parking By-law 159-2008, as amended, be further amended to add the following offences:

Section 9(3) - No person shall park a vehicle or any part of a vehicle in an electric vehicle parking space where such vehicle is:

1. not an electric vehicle;
2. not connected to an electric vehicle charging station or actively charging.

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. \$100 voluntary payment within 7 days and \$120 set fine for parking in an electric vehicle parking space when the vehicle is not an electric vehicle; and,
2. \$60 voluntary payment within 7 days and \$80 set fine for parking an electric vehicle in an electric vehicle parking space when not connected to an electric vehicle charging station or not actively charging.

**Sub-committee Discussion:** The Deputy Clerk provided the following highlights from the report:

- the Clerk's Office is currently working on expansion of EV charging stations for public use;
- the Traffic and Parking By-law not currently speaking to EV charging;
- the requested amendments to the by-law were outlined;
- staff reviewed comparator municipalities to arrive at the proposed set fine amount;
- the fine for a non-electric vehicle parking in an EV charging space being set higher to strongly deter this behaviour; and
- should the staff recommendation be approved, staff would undertake an education campaign around EV charging and proper use based on the offences.

Motion by Councillor McCabe

**Sub-committee Recommendation: THAT the Traffic and Parking By-law 159-2008, as amended, be further amended to add the following offences:**

**Section 9(3) - No person shall park a vehicle or any part of a vehicle in an electric vehicle parking space where such vehicle is:**

- 1. not an electric vehicle;**
- 2. not connected to an electric vehicle charging station or actively charging.**

**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. \$100 voluntary payment within 7 days and \$120 set fine for parking in an electric vehicle parking space when the vehicle is not an electric vehicle; and,**
- 2. \$60 voluntary payment within 7 days and \$80 set fine for parking an electric vehicle in an electric vehicle parking space when not connected to an electric vehicle charging station or not actively charging.**

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

- suggesting that there be flexibility around vehicles still in the EV charging space once fully charged, as they may be occupied at a restaurant or other location;
- the EV charging stations currently being free to use, but staff intend to review and bring options for charging forward following data collection on usage;
- the understanding that the stations that are installed in the City do have an app that allows vehicle owners to monitor charging;
- a suggestion being made that once a pay structure is instituted for use of electricity, that a fine could be added in following a grace period after a complete charge; and

- confirmation from the Deputy Clerk that payment for parking is still required although the charging of an electric vehicle is free.

The Chair called the question on the motion.

**Carried**

## **6. Report of the City Clerk**

### **6.1 Encroachment Application for 30 Queensland Road (ITS23-019)**

**Staff Recommendation:** THAT the encroachment application for 30 Queensland Road to permit the installation of a hard concrete surface to encroach onto the Queensland Road allowance for a total encroachment area of 154.45 sq. ft, be approved;

THAT the annual fee of \$50.00 adjusted yearly by the CPI, be added to the property tax bill for 30 Queensland Road;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 30 Queensland Road for consideration at a future Regular Council meeting.

**Sub-committee Discussion:** The Clerk provided the following highlights of the report:

- the purpose of the report being to consider entering into an encroachment agreement with the owner of 30 Queensland Road;
- the encroachment being for the installation of hard concrete surfacing to the barrier-free entrance to encroach onto the Queensland Street road allowance;
- the request being circulated to staff;
- no City divisions having concerns with the request, and two were in support; and
- the staff recommendation was reviewed.

Motion by Councillor Beatty

**Sub-committee Recommendation: THAT the encroachment application for 30 Queensland Road to permit the installation of a hard concrete surface to encroach onto the Queensland Road allowance for a total encroachment area of 154.45 sq. ft, be approved;**

**THAT the annual fee of \$50.00 adjusted yearly by the CPI, be added to the property tax bill for 30 Queensland Road;**

**AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 30 Queensland Road for consideration at a future Regular Council meeting.**

**Carried**

## **7. Department Update**

**Sub-committee Discussion:** The Director advised staff are looking to try something new with the Department Updates, which is to post them online and provide councillors with the link so that it is a current and responsive update.

Highlights from the June 2023 Department Update include:

- the Transportation Master Plan being nearly complete, with a report forthcoming in July or August;
- construction being underway at various locations;
- sidewalks being tendering in July;
- the Water Pollution Control Plant previous manager being recently acquired by the City to lead the Storm Water division. The Ontario Clean Water Agency has hired a manager to fill that position;
- storm water maintenance is underway with new legislative requirements under the Environmental Protection Act;
- brush grinding being done, with wood chips available at the landfill;
- wood chipping done in parks throughout the City;
- Supervisor of Parks was assisted by Supervisor of Fleet with a new mechanism to distribute wood chips quickly;
- street sweeping being completed;
- Public Works painting new cross bars throughout the City at nighttime;
- 2021 energy reporting requirements were finalized and will be posted to the website; and
- staff hoping to bring a corporate emissions plan forward in July but have decided to gather more information.



The Fire Chief was thanked for his service, noting he will be missed and it will be hard to find a replacement.

The Fire Chief stated it was his last Sub-committee meeting, but he will be in attendance at the July 10, 2023 Council meeting for a formal goodbye.

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

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

- Active Transportation Advisory Committee minutes of April 26, 2023
- Accessibility Advisory Committee minutes of May 2, 2023
- Energy and Environment Committee minutes of May 4, 2023

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

The next Infrastructure, Transportation and Safety Sub-committee meeting is July 26, 2023 at 4:30 p.m. in the Council Chamber, City Hall.

## **10. 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: 4:54 P.M.