



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

**Date:** Wednesday, February 26, 2025  
**Time:** 4:30 P.M.  
**Location:** Council Chamber, City Hall  
**Sub-committee Present:** Councillor Burbach - Chair Presiding, Councillor Nijjar - Vice Chair, Councillor Beatty, Councillor Hunter  
**Staff Present:** Taylor Crinklaw - Director of Infrastructure Services, Neil Anderson - Director of Emergency Services/Fire Chief, Audrey Pascual - Deputy Clerk, Miranda Franken - Council Clerk Secretary

To watch the Sub-committee meeting live, please click the following link:

<https://video.isilive.ca/stratford/live.html>

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 McCabe provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Respectful Workplace Policy Statement

## 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. Delegations

None scheduled.

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

### 4.1 Avon Street and Avondale Avenue Reconstruction – Open House and Recommendations

4 - 23

Motion by

**Staff Recommendation: THAT Council receive the description of the proposed design for the Avon Street and Avondale Avenue Reconstruction Project;**

**THAT Council accept the design as presented at the Public Open House and on Engage Stratford;**

**AND THAT Council authorize Staff to proceed with construction tendering.**

## 5. Department Update

24 - 29

The Director/Manager to provide an update on department activities and ongoing projects

## 6. Advisory Committee/Outside Board Minutes

30 - 35

The following Advisory Committee Minutes were provided for the information of Sub-committee:

- Energy & Environment Advisory Committee Minutes of January 2, 2025

## 7. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is March 26, 2025, at 4:30 p.m. in the Council Chamber, City Hall.

## 8. 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:** February 26, 2025  
**To:** Infrastructure, Safety and Transportation Sub-committee  
**From:** Nick Sheldon, Project Manager  
**Report Number:** ITS25-004  
**Attachments:** Avon Street and Avondale Avenue Reconstruction Project

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**Title:** Avon Street and Avondale Avenue Reconstruction – Open House and Recommendations

**Objective:** To present the comments and concerns from the Open House, and to obtain Council approval to initiate the Avon Street and Avondale Avenue Reconstruction Project.

**Background:** Avon Street from Avondale Avenue to John Street South and Avondale Avenue from the southern limits to Huron Street is approved for reconstruction in the 2025 capital budget. This project will replace underground infrastructure, renew the roadway and sidewalks.

The proposed specific improvements scheduled for this project are:

- Upgrade the existing storm sewer, sanitary sewer and watermains.
- Replace existing sanitary, storm and water services to the property line.
- Reconstructing the road with a total width of 7.3m, upgrading the asphalt roadway, curb and gutter, and sidewalks.
- Installation of one sidewalk on the north side of Avon Street at a width of 1.5m and elimination of the south sidewalk.
- Installation of one sidewalk on the west side of Avondale Avenue at a width of 1.5m and elimination of the east sidewalk.
- Removal of trees in poor health or conflict with infrastructure renewal.
- Street tree planting.

If Council authorizes the project, construction would be completed in two stages beginning in the summer of 2025 and concluding in the summer of 2026.

The sixty-two properties abutting the project limits are zoned Residential (R1 & R2) and Commercial (C1) under the City Zoning By-law. The project length is 750 metres representing approximately 0.4% of the Corporation's linear infrastructure.

**Analysis:** On January 17, 2025, an invitation to attend the virtual open house was delivered to all properties within the project limits. The property owners and tenants were invited to visit the Engage Stratford page and review a presentation, project plans, anticipated construction schedule, and complete a Resident/Owner Questionnaire prior to January 31, 2025. An option to discuss the project and complete the questionnaire in-person was also provided.

During the Open House period, the City of Stratford received feedback through various channels, including 13 completed resident questionnaires and direct communication with three residents via calls, virtual meetings, or in-person discussions. Additionally, at the time of this report, the project page on the Engage Stratford webpage recorded 50 unique visitors, reflecting a strong level of public interest.

The feedback received was a mix of positive and constructive criticism. The primary concerns expressed by residents included:

- Questions regarding construction logistics and maintaining access to homes during the construction phase;
- Request for justification of sidewalk elimination;
- Objections to proposed street tree planting species or location; and
- Requests for reevaluation of tree condition assessments.

Conversely, positive feedback expressed by residents included:

- Support for the planned infrastructure renewal; and
- Appreciation for the quality of the project information provided.

The 2025 Capital program included \$5,600,000 in budgeted expenses for this project for road, storm, sanitary and water components. The project funding is planned as follows:

Provincial Funding	\$	3,000,000	R-R11-OCIF
Wastewater Reserve	\$	670,000	R-R11-WWTR
Water Reserve	\$	1,210,000	R-R11-WATR
Storm Reserve	\$	720,000	R-R11-STRM
Total Funding	\$	5,600,00	

## **Financial Implications:**

**Financial impact to current year operating budget:** If the project is authorized, a tender will be issued that would inform the financial implications and any variances from budget. Staff would report to Council the anticipated financial impact at the time of the tender award.

**Financial impact on future year operating budget:** Reconstruction of linear assets typically has the effect of reduced maintenance costs in the earlier years following construction. Annual upkeep for winter and summer maintenance is expected to be consistent with previous years.

**Link to asset management plan and strategy:** This project would result in a replacement of the current assets in the City's asset inventory. The new assets would be added to the asset management plan, and the old assets removed. New asset replacements are planned for based on estimated useful life. The adjustment to the asset management plan would impact future capital planning forecasts and funding strategies would be updated accordingly.

To maintain the 190 km of linear infrastructure that has an averaged 75-year useful life the renewal rate should be at least 2.5 km annually. Currently, the renewal rates are not meeting this requirement, which is a significant contributor to the backlog in work identified during the budget process.

## **Alignment with Strategic Priorities:**

### **Enhance our Infrastructure**

This report aligns with this priority as the Avon Street and Avondale Avenue Reconstruction project upgrades roadways, watermains, and sewers to a modern standard to address the present and future needs of the community.

## **Alignment with One Planet Principles:**

### **Health and Happiness**

Encouraging active, social, meaningful lives to promote good health and wellbeing.

### **Equity and Local Economy**

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

**Staff Recommendation: THAT Council receive the description of the proposed design for the Avon Street and Avondale Avenue Reconstruction Project;**

**THAT Council accept the design as presented at the Public Open House and on Engage Stratford;**

**AND THAT Council authorize Staff to proceed with construction tendering.**

**Prepared by:** Nick Sheldon, Project Manager

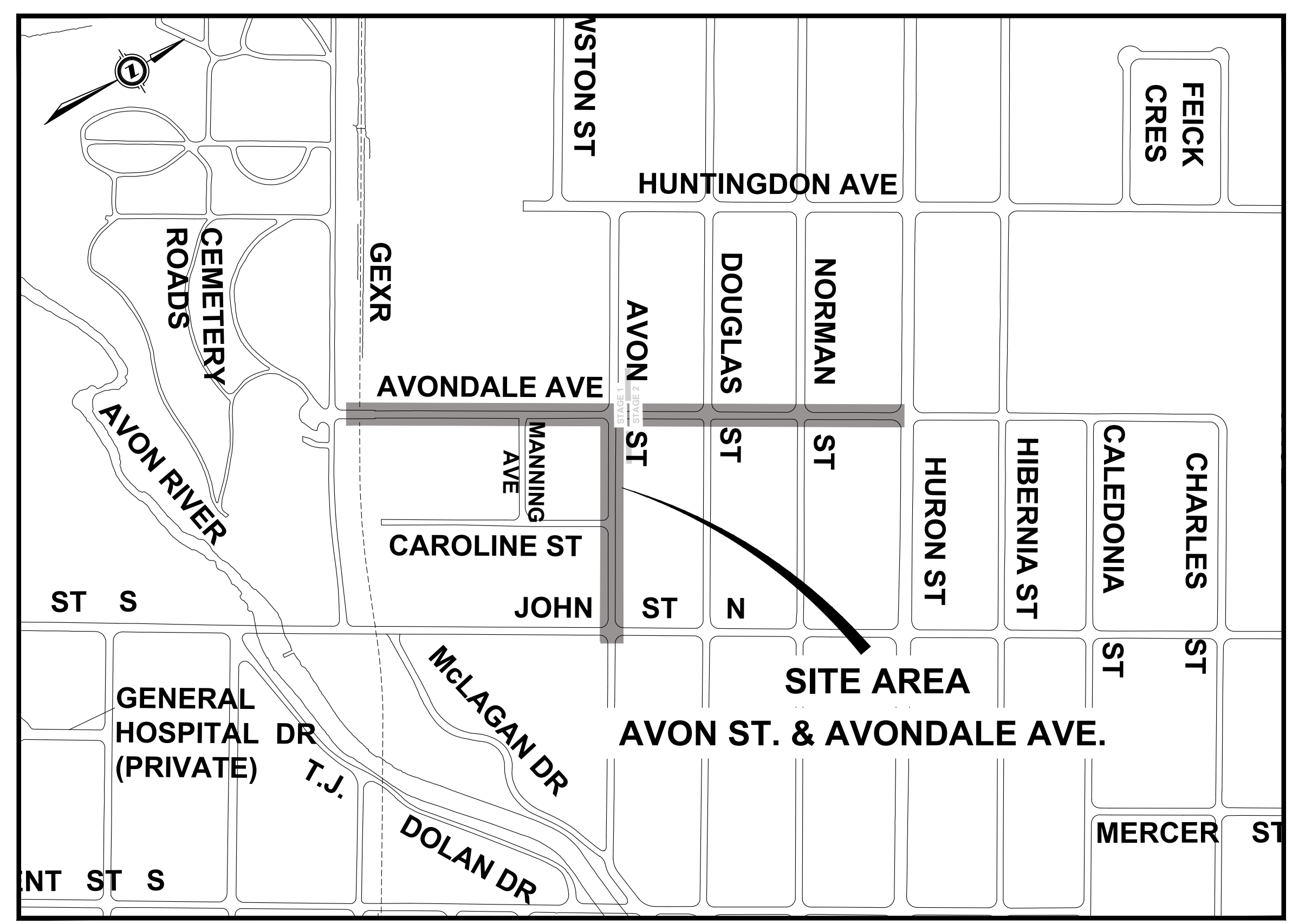
**Recommended by:** Taylor Crinklaw, Director of Infrastructure Services  
Joan Thomson, Chief Administrative Officer



THE CORPORATION OF THE  
CITY OF STRATFORD  
INFRASTRUCTURE SERVICES  
DEPARTMENT

# AVON ST. & AVONDALE AVE. ROAD RECONSTRUCTION CONTRACT T-2025-04

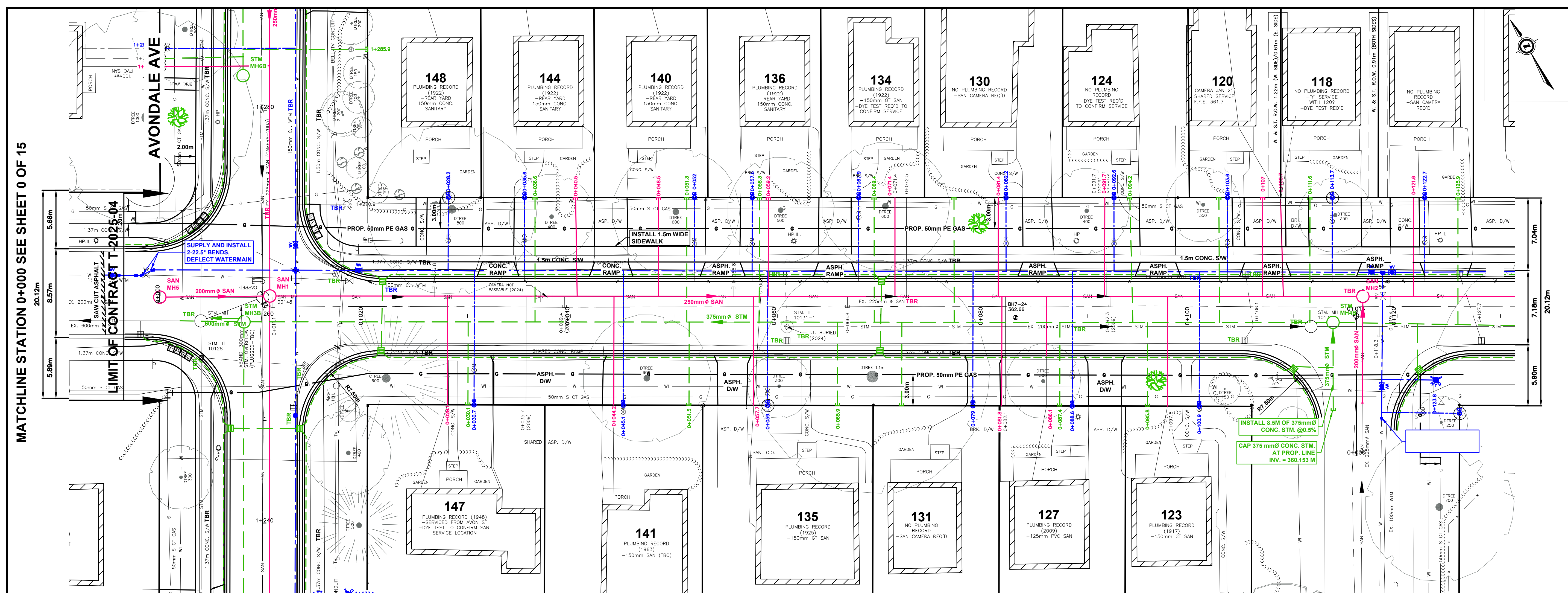
## KEY PLAN



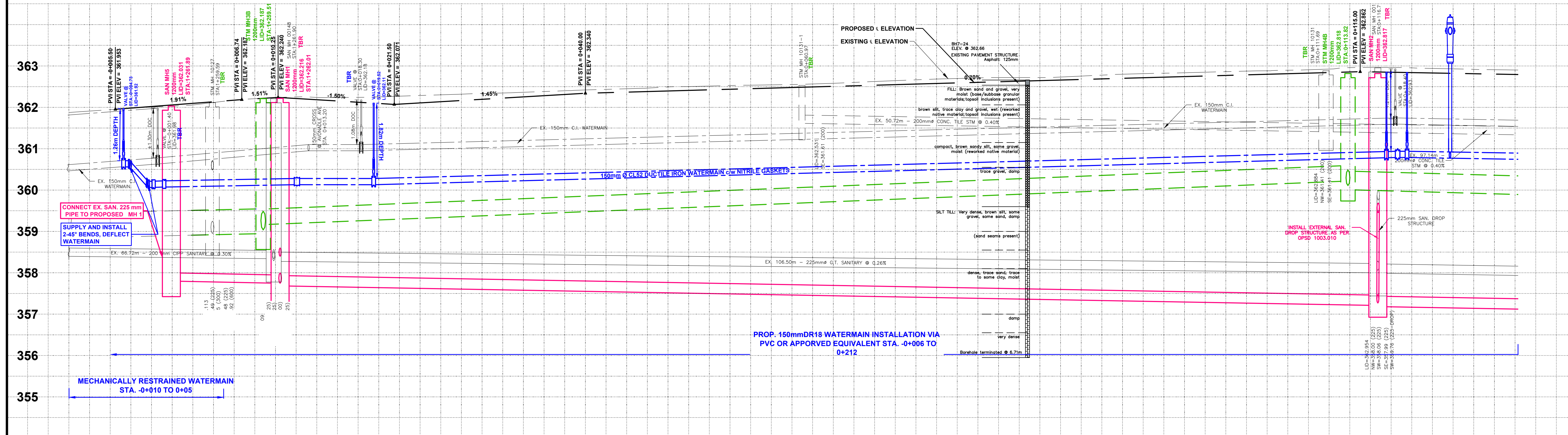
## SHEET INDEX

1. PLAN AND PROFILE - AVON STREET - STA. 0+000 TO STA. 0+130
2. PLAN AND PROFILE - AVON STREET - STA. 0+130 TO STA. 0+230
3. CROSS SECTIONS - AVON STREET
4. PLAN AND PROFILE - AVONDALE AVENUE - STA. 1+000 TO STA. 1+140
5. PLAN AND PROFILE - AVONDALE AVENUE - STA. 1+140 TO STA. 1+280
6. PLAN AND PROFILE - AVONDALE AVENUE - STA. 1+280 TO STA. 1+400
7. PLAN AND PROFILE - AVONDALE AVENUE - STA. 1+400 TO STA. 1+520
8. PLAN AND PROFILE - AVONDALE AVENUE - STA. 1+520 TO STA. 1+550
9. CROSS SECTIONS - AVONDALE AVENUE - STA. 1+040 TO STA. 1+297.41
10. CROSS SECTIONS - AVONDALE AVENUE - STA. 1+340 TO STA. 1+540
11. INTERSECTION AND GRADING DETAILS 1
12. INTERSECTION AND GRADING DETAILS 2
13. GENERAL CROSS SECTIONS
14. TREE PLANTING PLAN - STA. 0+000 TO STA. 1+220
15. TREE PLANTING PLAN - STA. 1+220 TO STA. 1+540





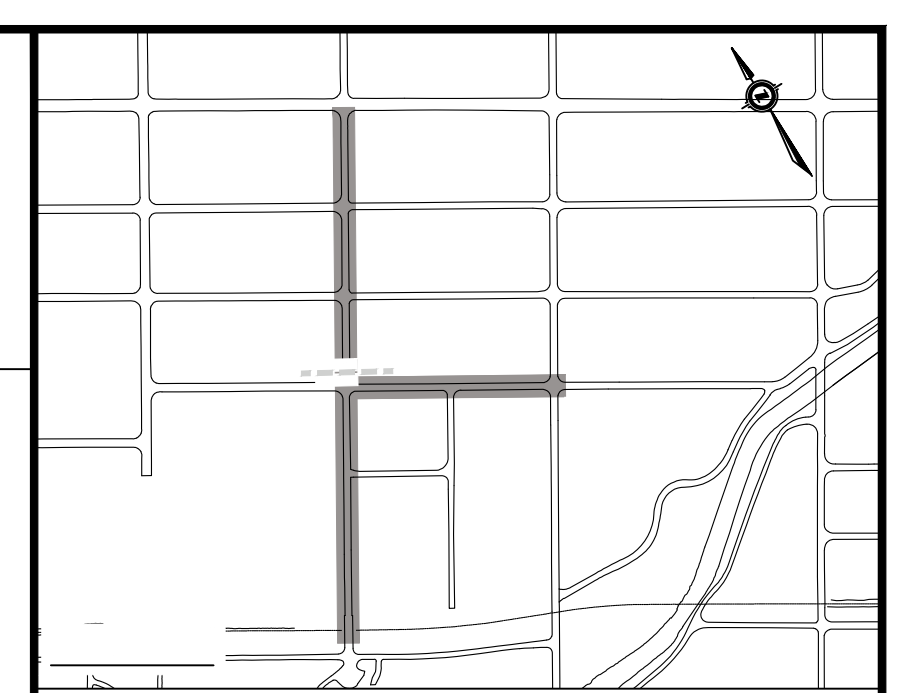
**ELEVATION (m)** **AVON STREET**



PROPOSED PROFILE (ROAD)	361.953	362.098	362.197	362.240	362.094	362.071	362.340	362.479	362.619	362.758	362.892
EXISTING PROFILE (ROAD)		362.03			362.25	362.071	362.42	362.55	362.72	362.85	362.95
PROPOSED STM SEWER (INVERTS)		SE=358.90			SW=358.04 NW=358.95 SE=359.17						SW=360.22 SE=360.07 SW=360.11
PROPOSED SAN SEWER (INVERTS)		SE=357.90			SW=358.40 NE=357.79 SE=357.68						SW=357.21 SE=357.18 SW=357.27 SW=359.46
CHAINAGE	0+000				0+020		0+040	0+060	0+080	0+100	

104.83m - 375mm Ø CONC. 50-D CLASS B BEDDING STORM @ 1.00%

105.82m - 250mm Ø PVC SDR35 SAN @ 0.45%

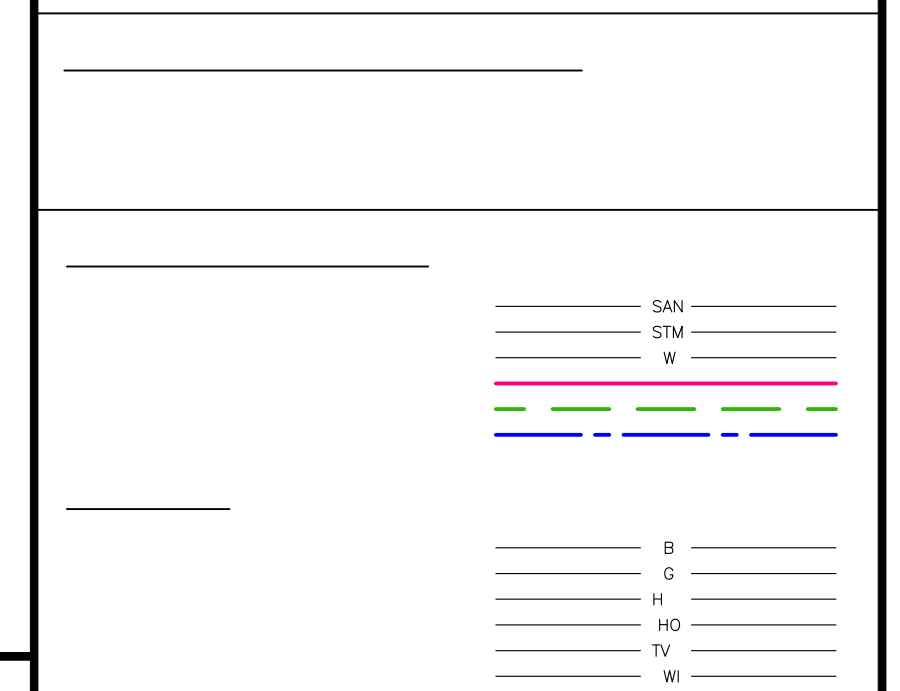
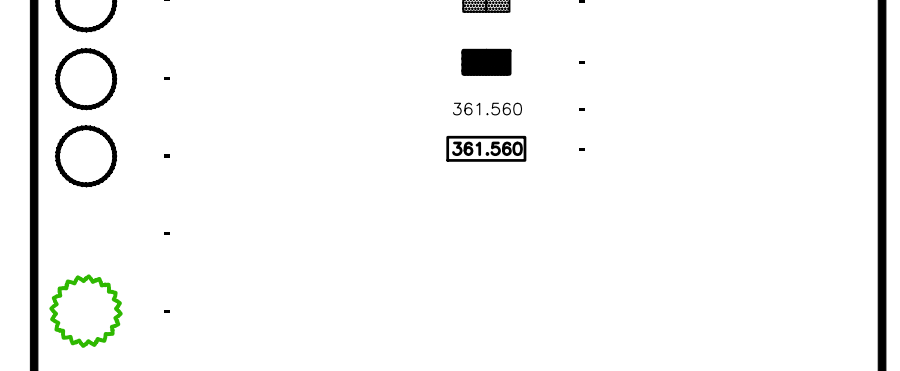


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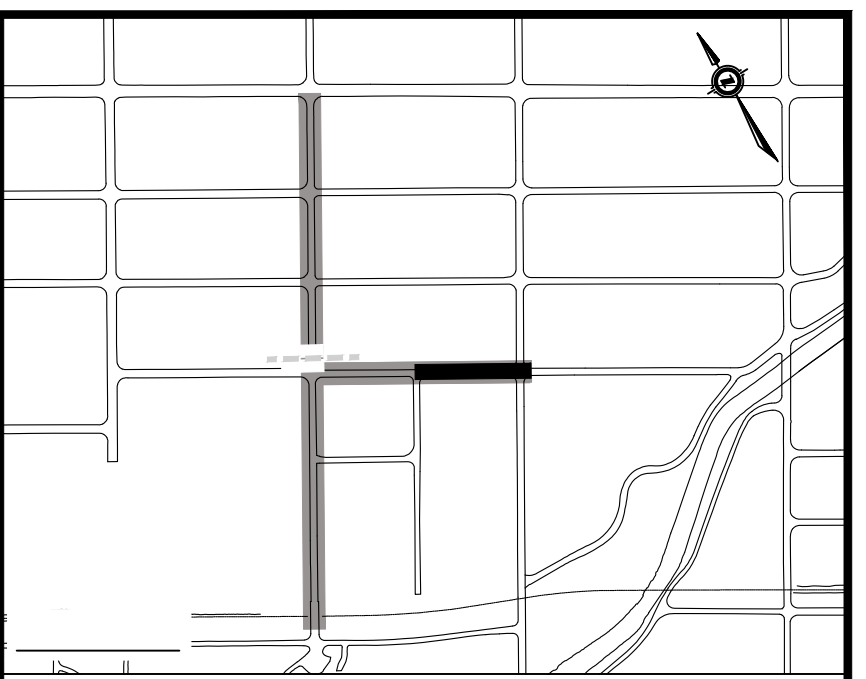
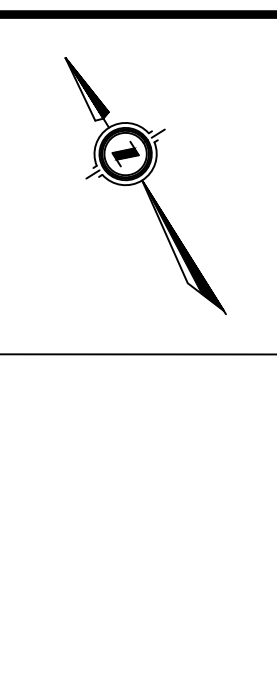
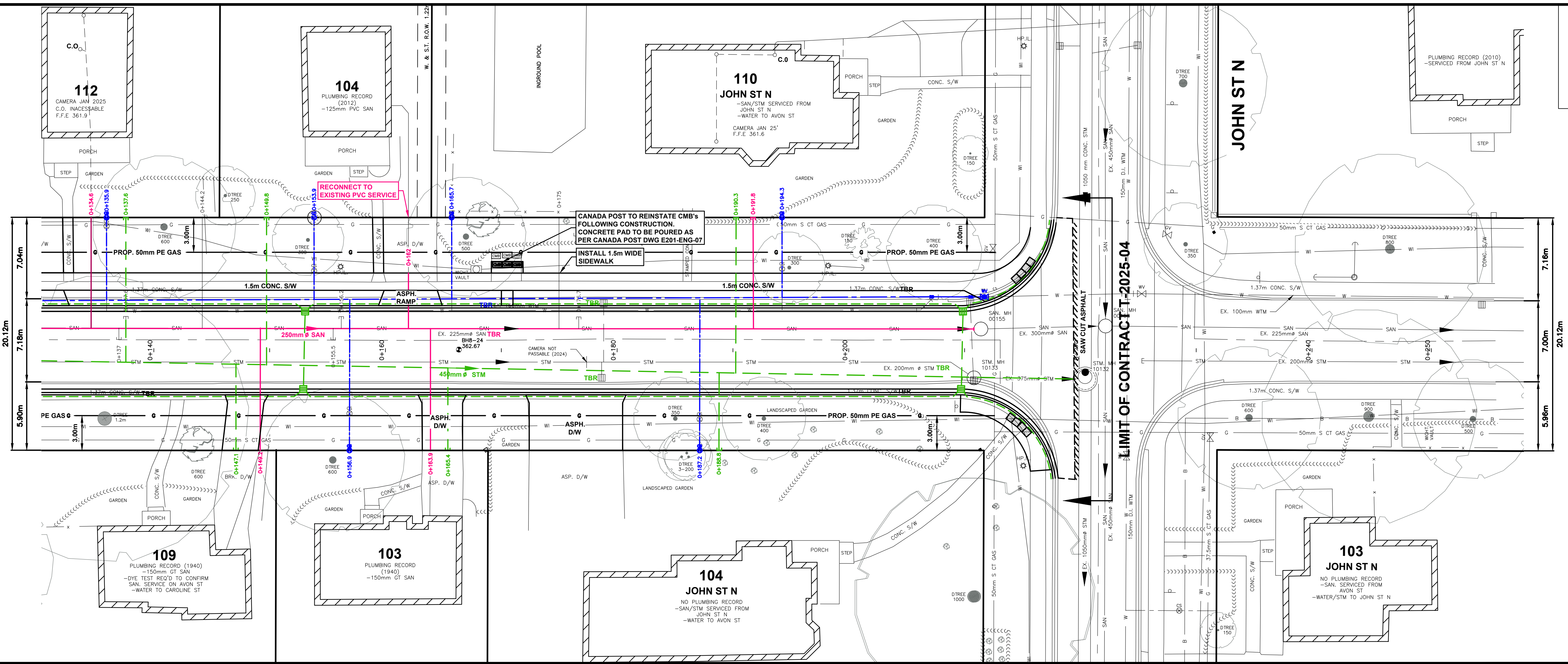
BEFORE STARTING WORK, THE CONTRACTOR(S) WILL PROVE THE POSITION OF ALL SUCH UTILITIES AND STRUCTURES AND WILL ASSUME LIABILITY FOR DAMAGE TO THEM.

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MATCHLINE STATION 0+130 SEE SHEET 1 OF 15

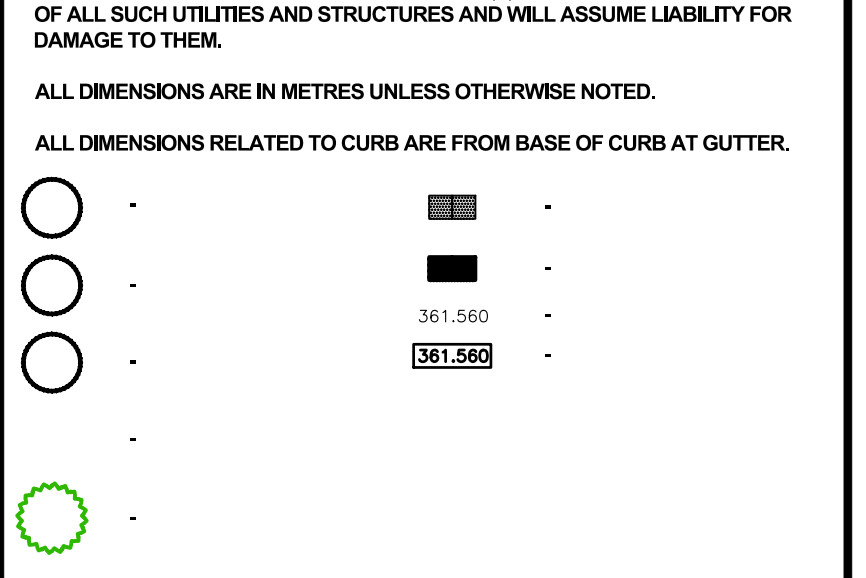


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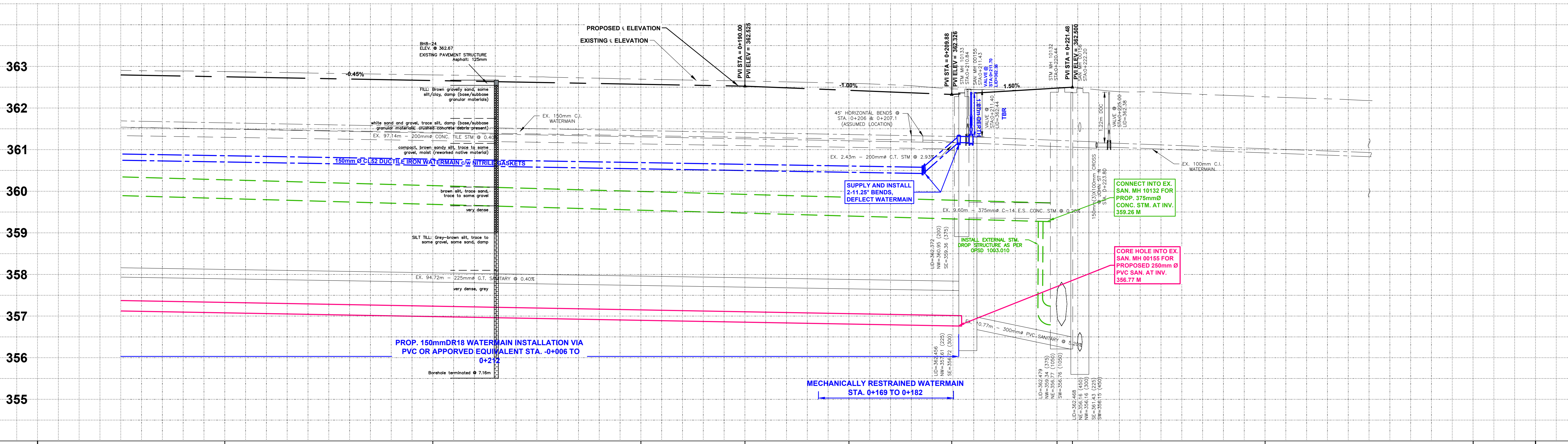
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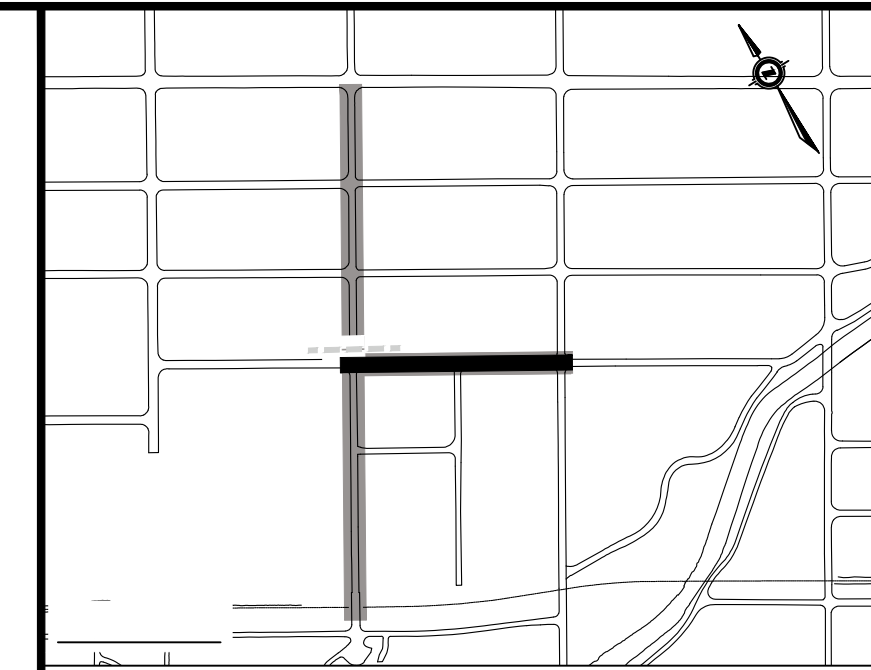
ELEVATION (m) AVON STREET



PROPOSED ELEVATION (ROAD)	362.750	362.690	362.570	362.525	362.455	362.326	362.478	362.500	362.27
EXISTING ELEVATION (ROAD)	362.86	362.80	362.69	362.69	362.59	362.59	362.48	362.50	362.27
PROPOSED STM SEWER (INVERTS)									
PROPOSED SAN SEWER (INVERTS)									
CHAINAGE	0+140	0+160	0+180	0+186.88	0+200	0+200	0+200	0+200	0+240



PROPOSED 105.55m - 450mm Ø CONC. 50-D CLASS B BEDDING STORM @ 0.70%	
94.12m - 250mm Ø PVC SDR35 SAN @ 0.45%	



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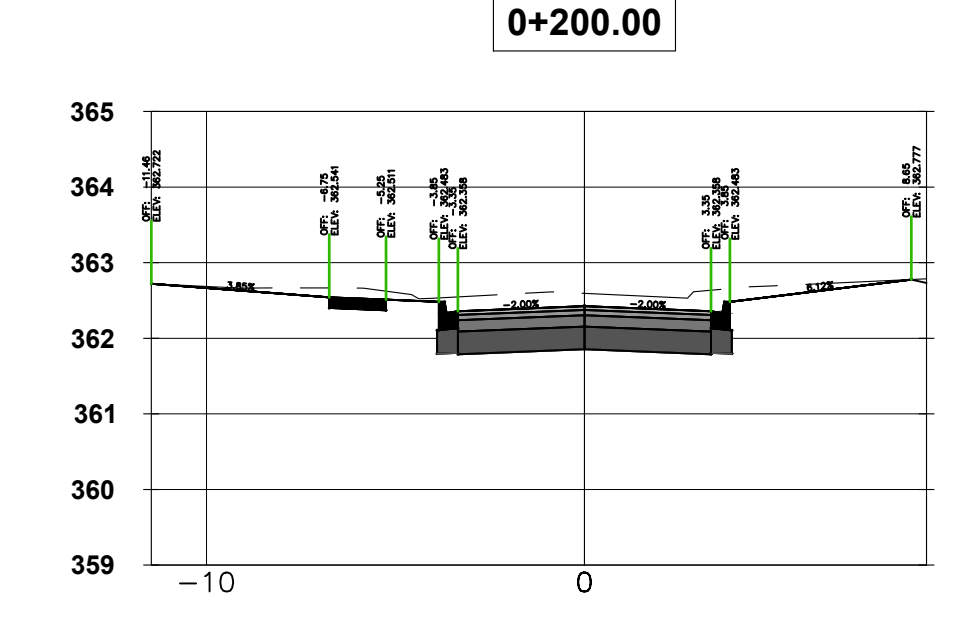
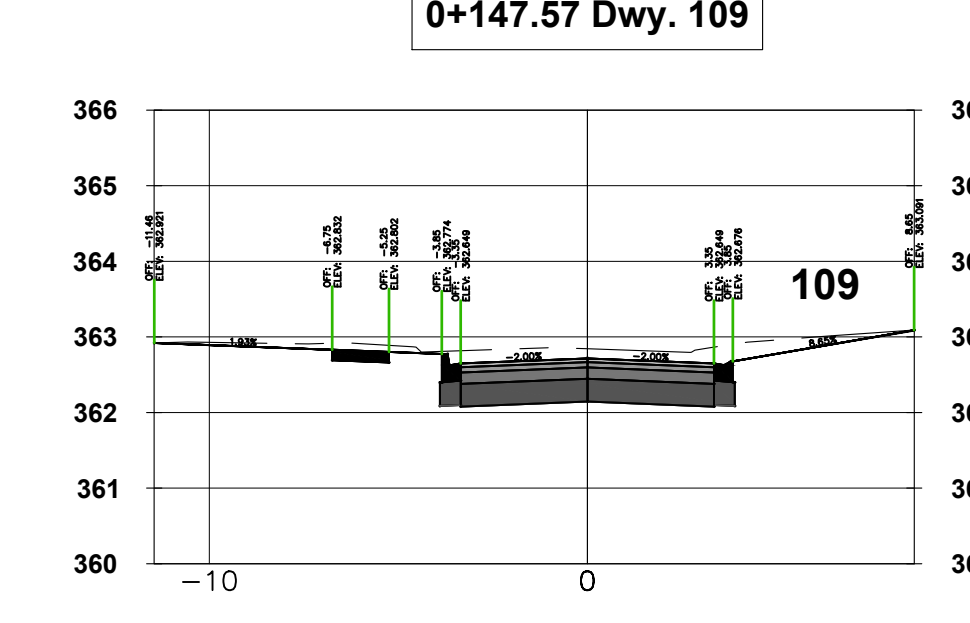
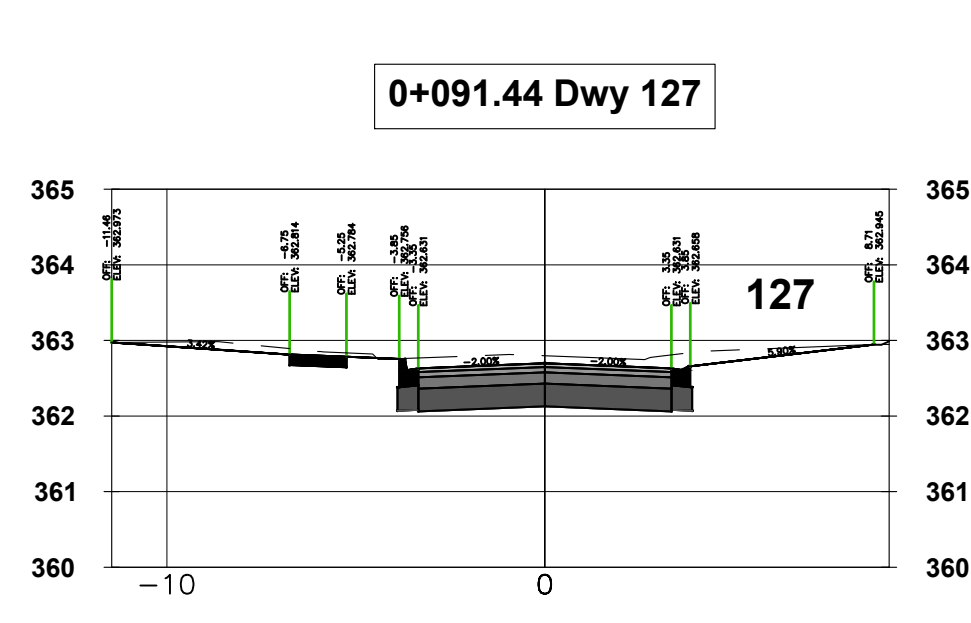
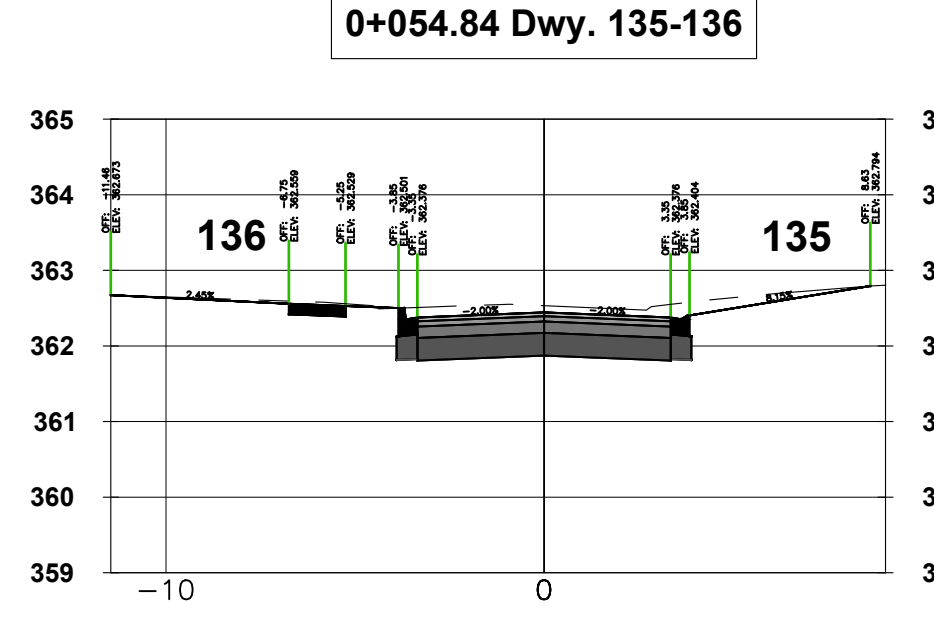
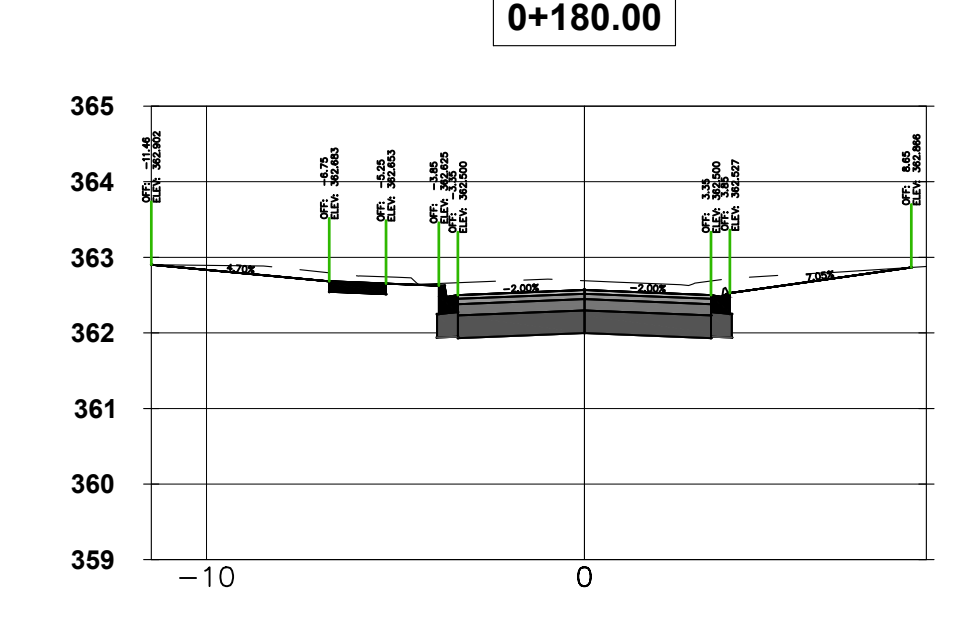
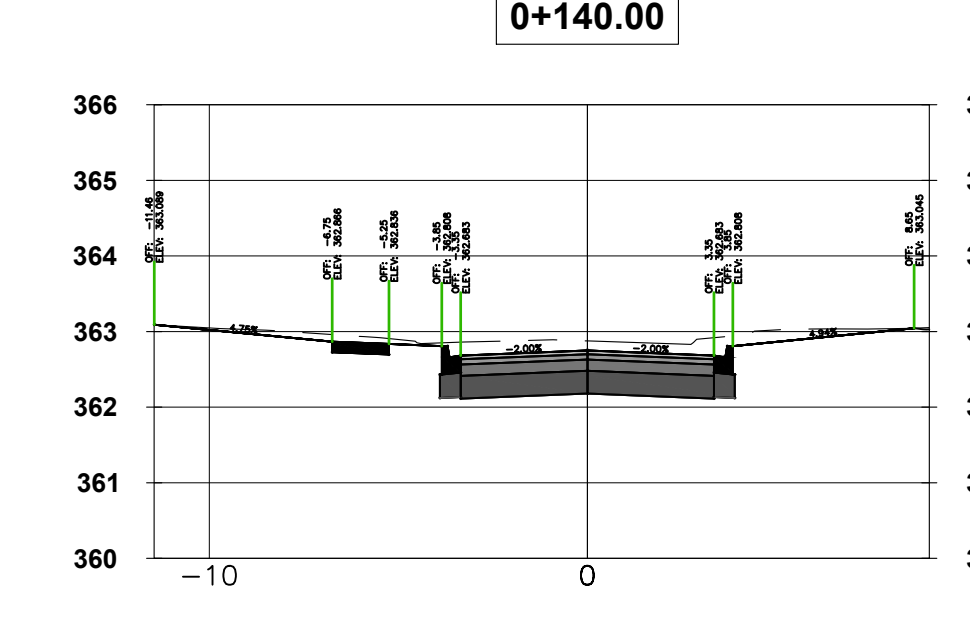
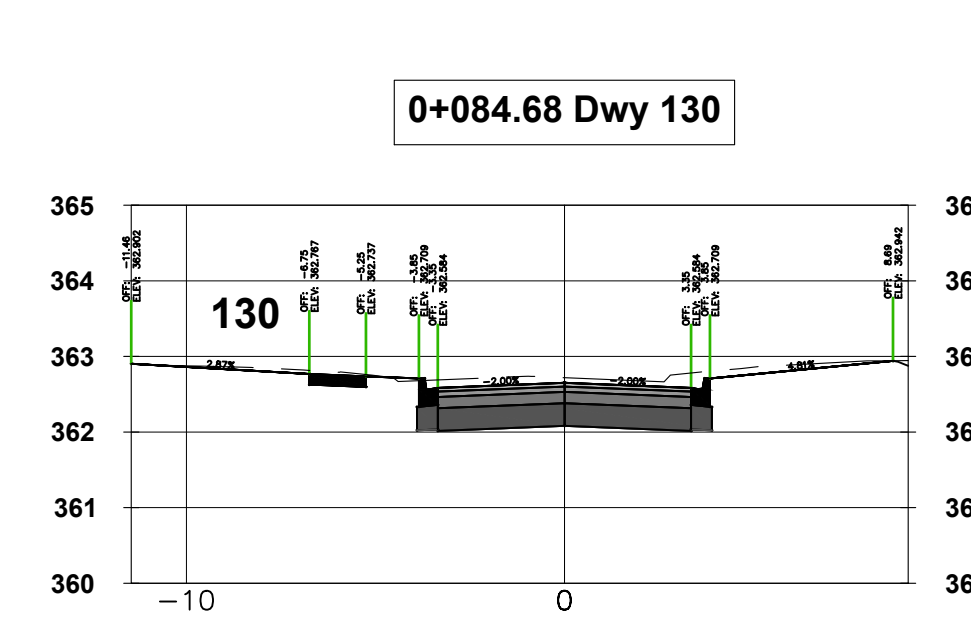
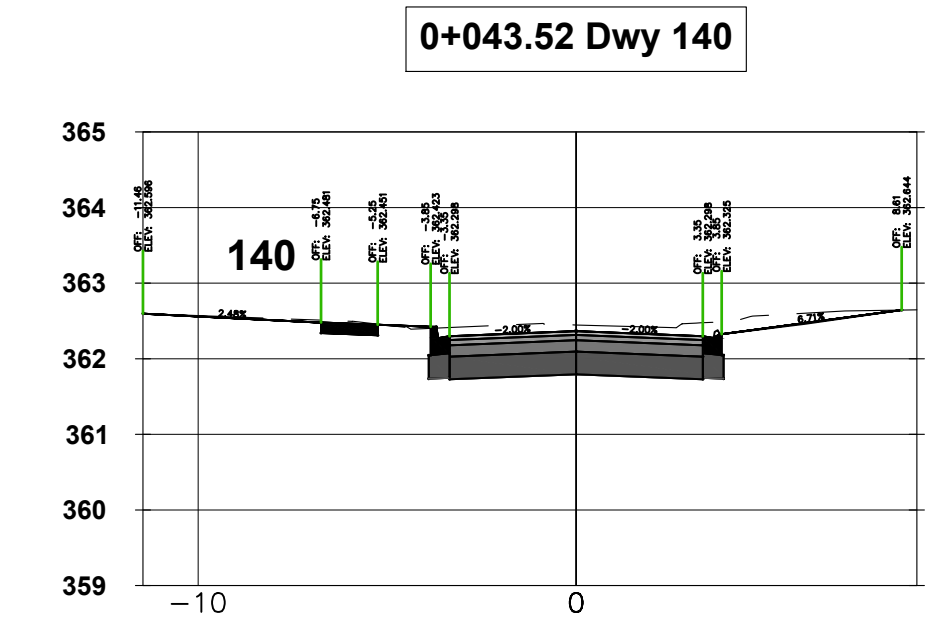
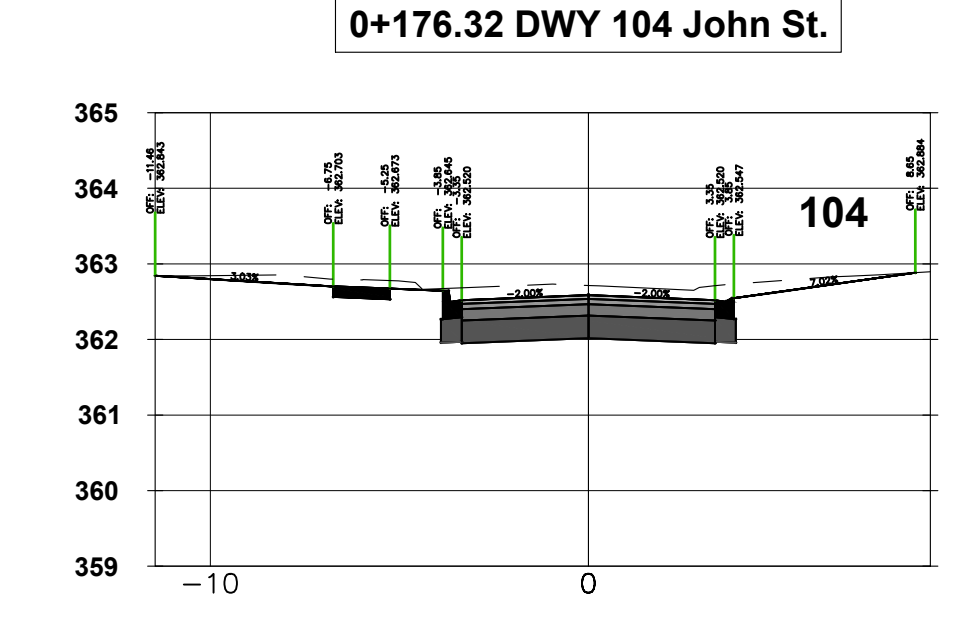
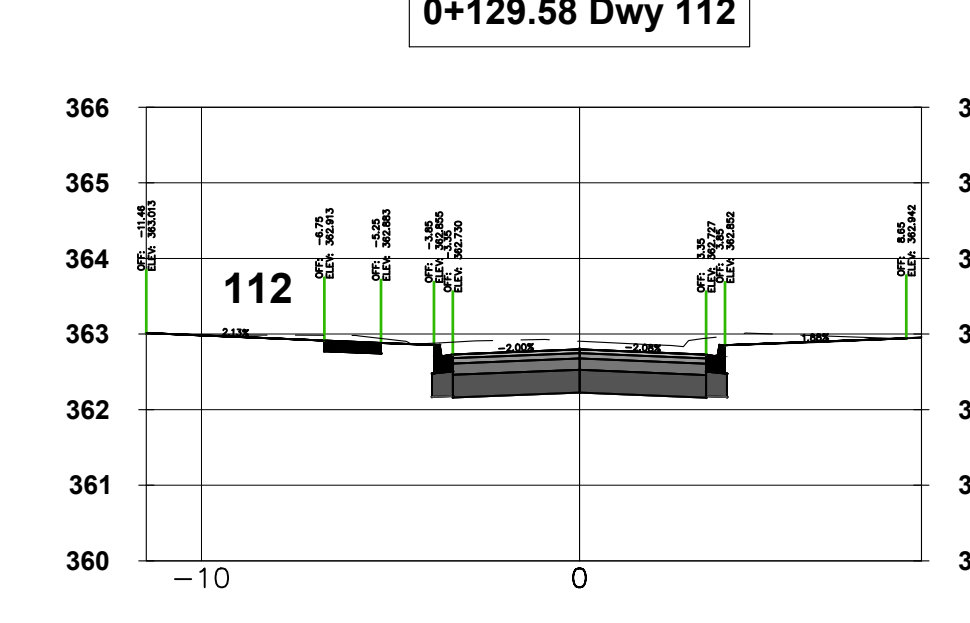
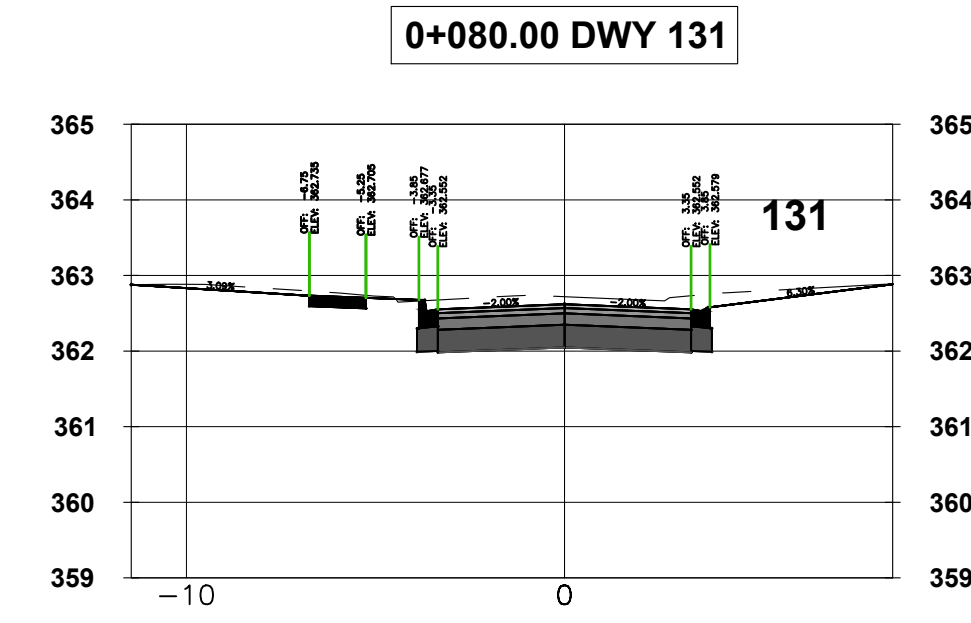
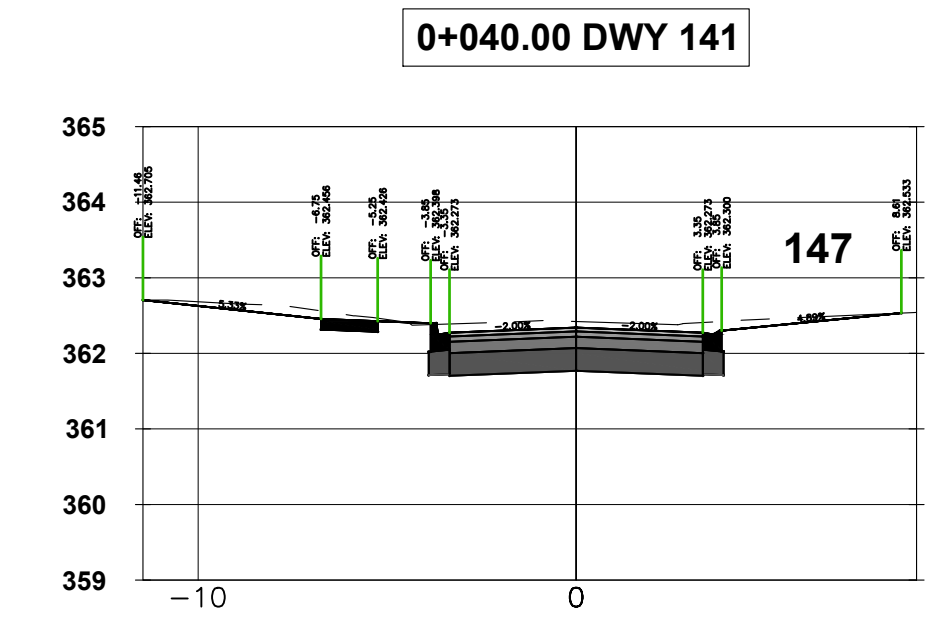
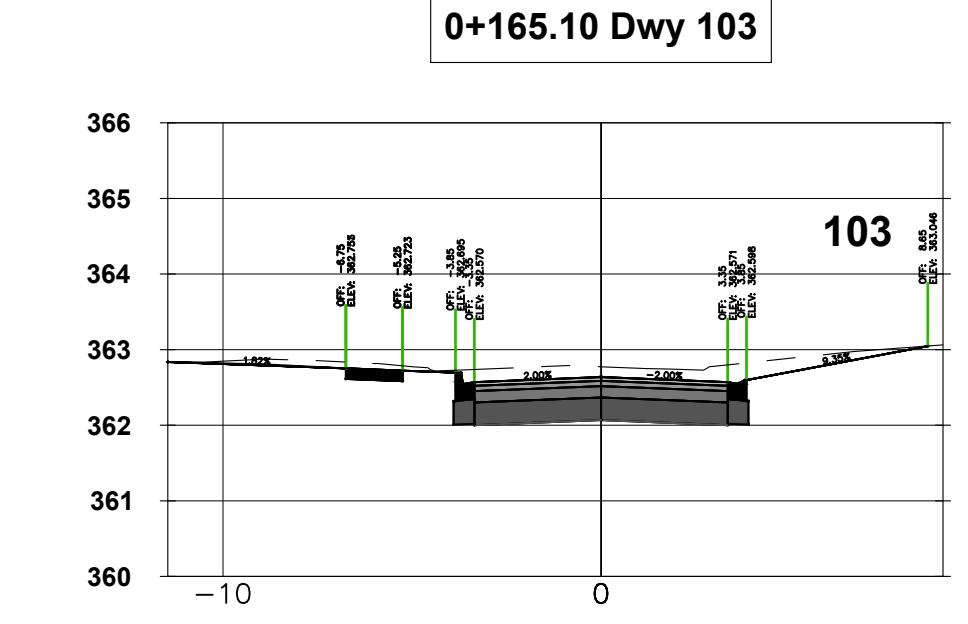
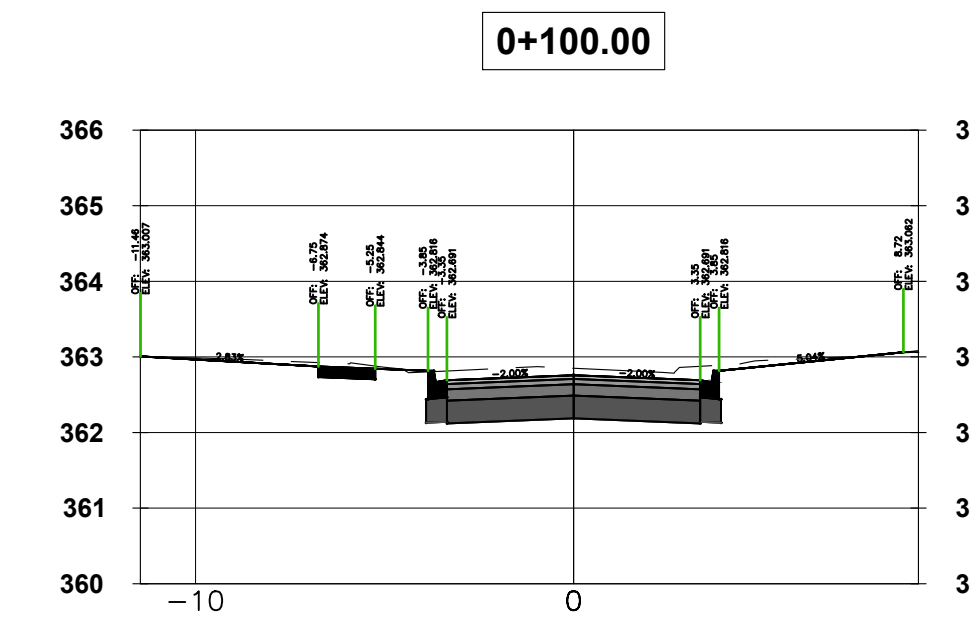
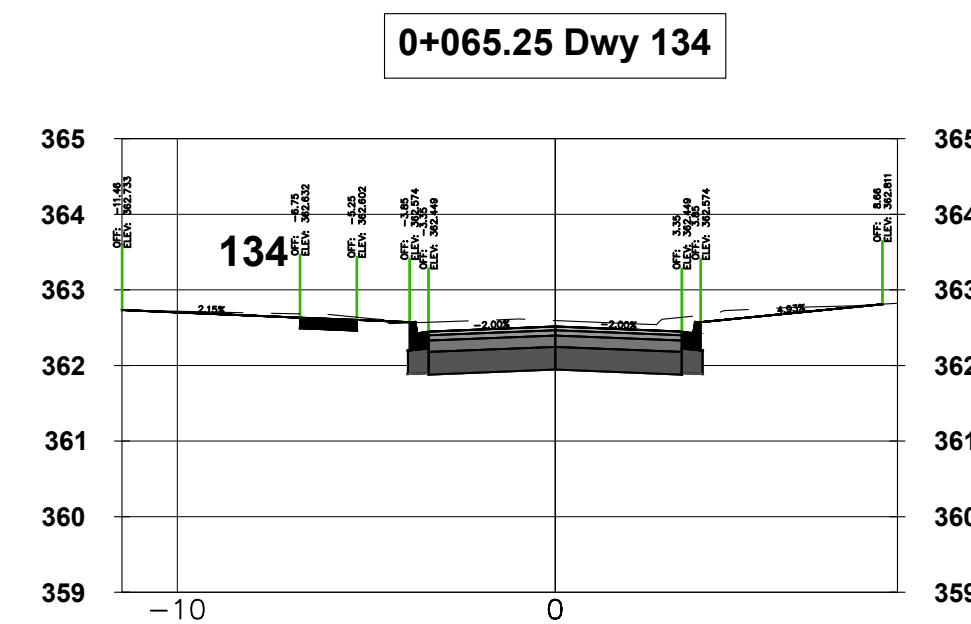
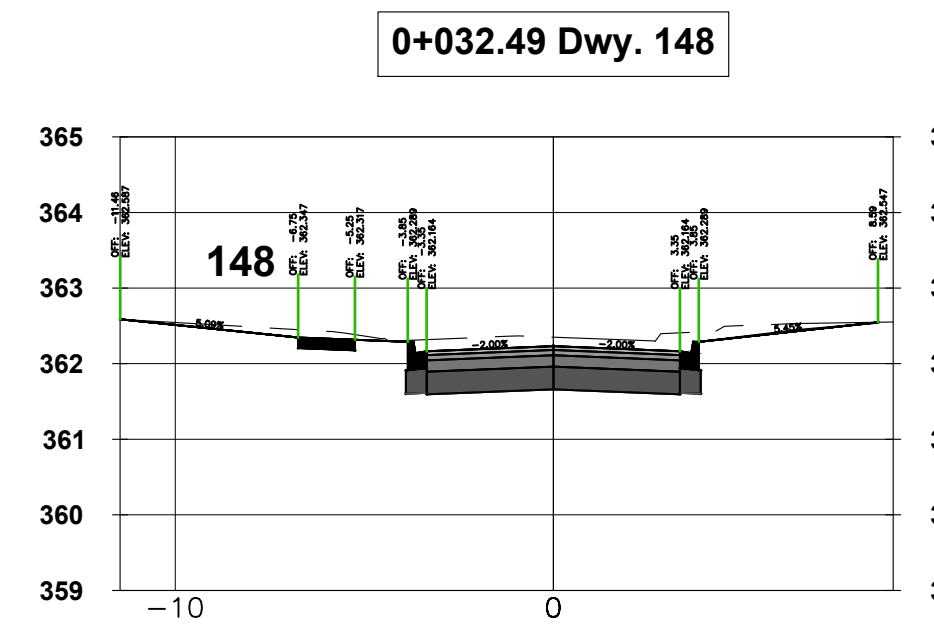
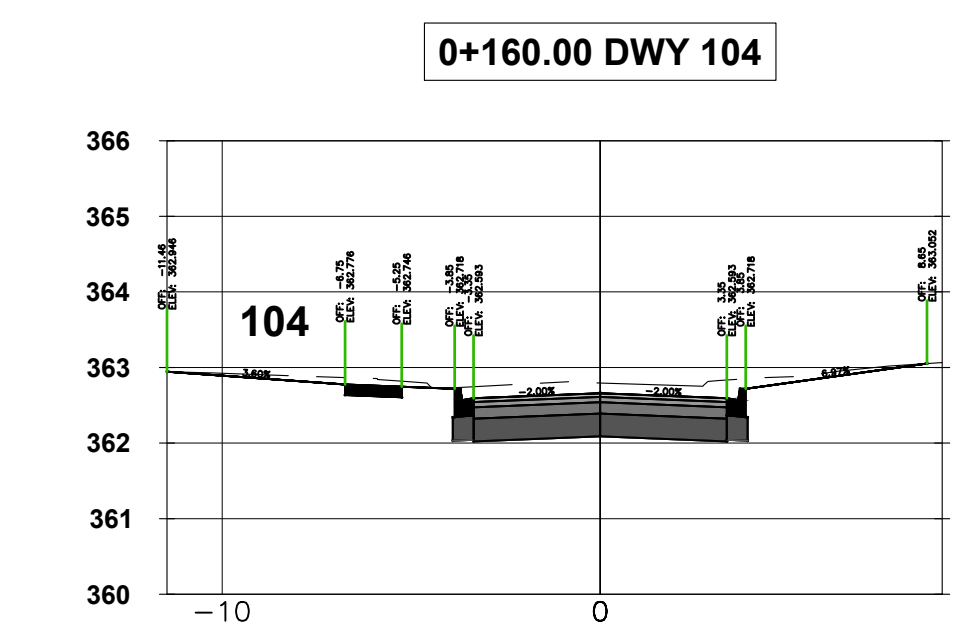
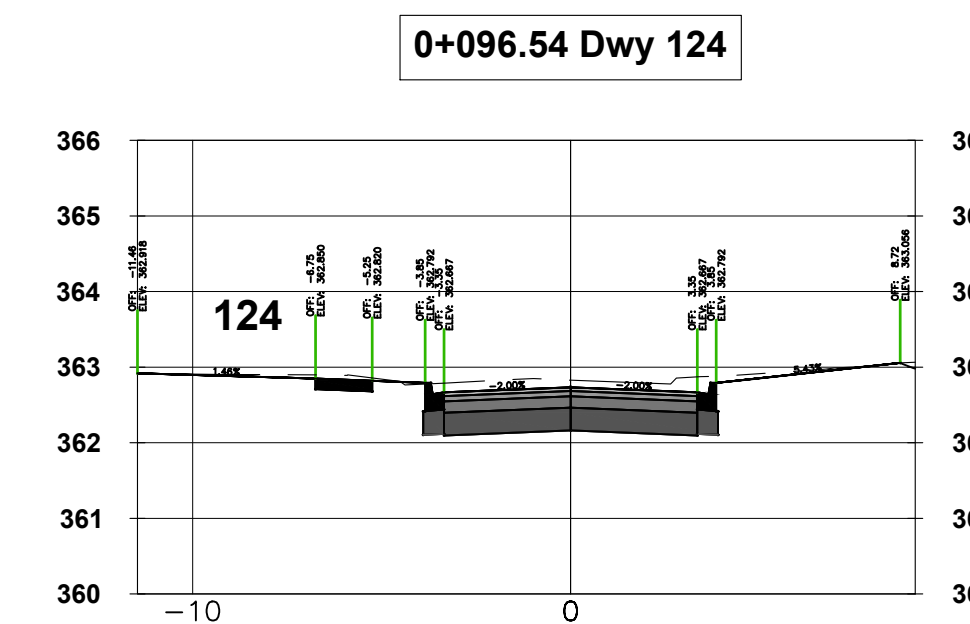
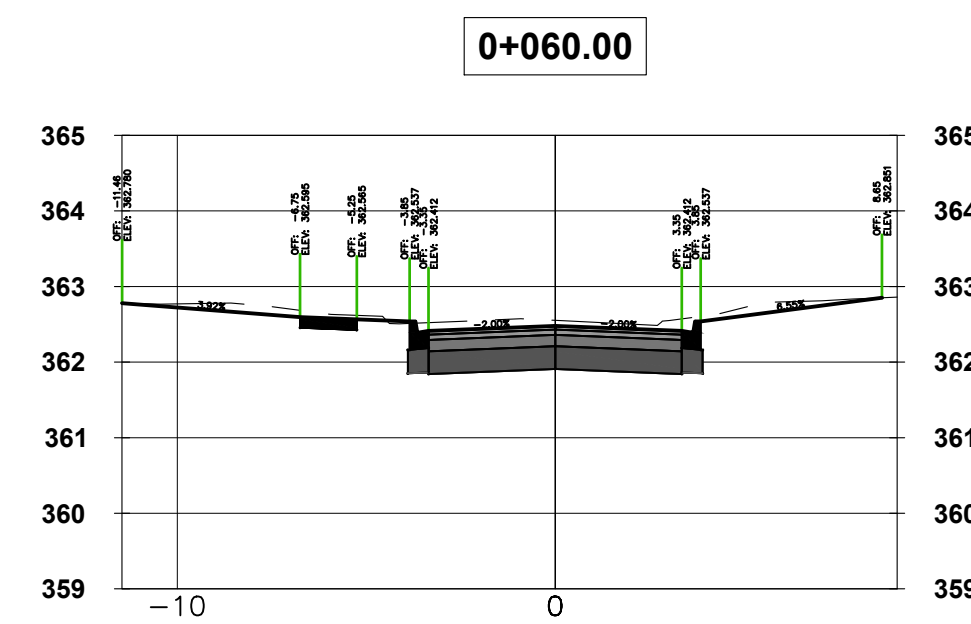
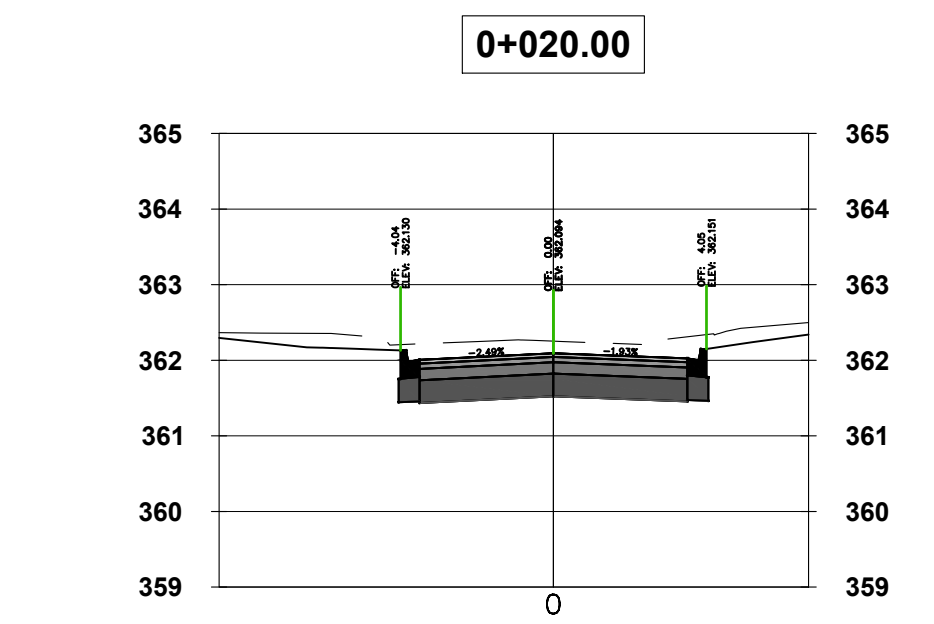
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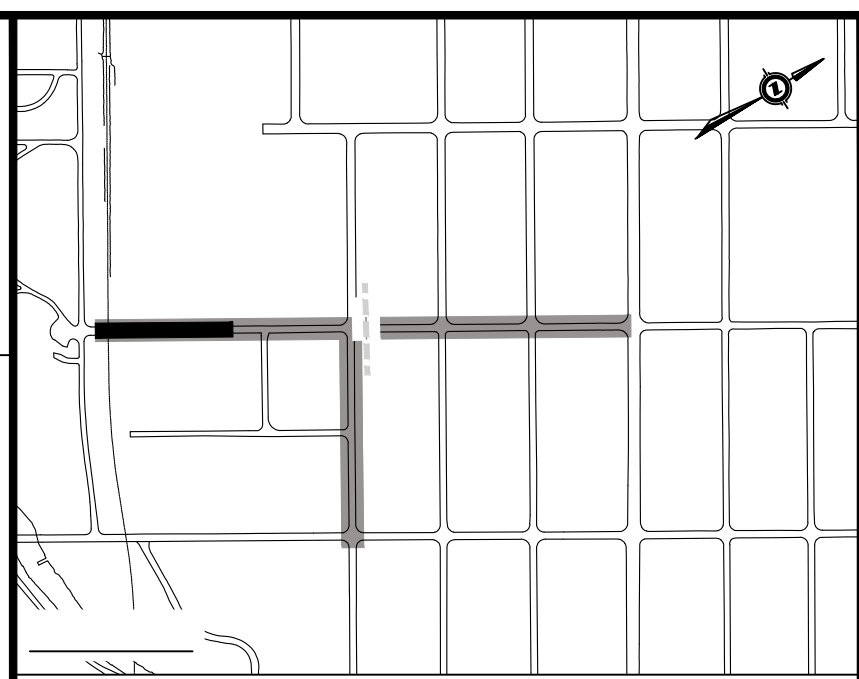
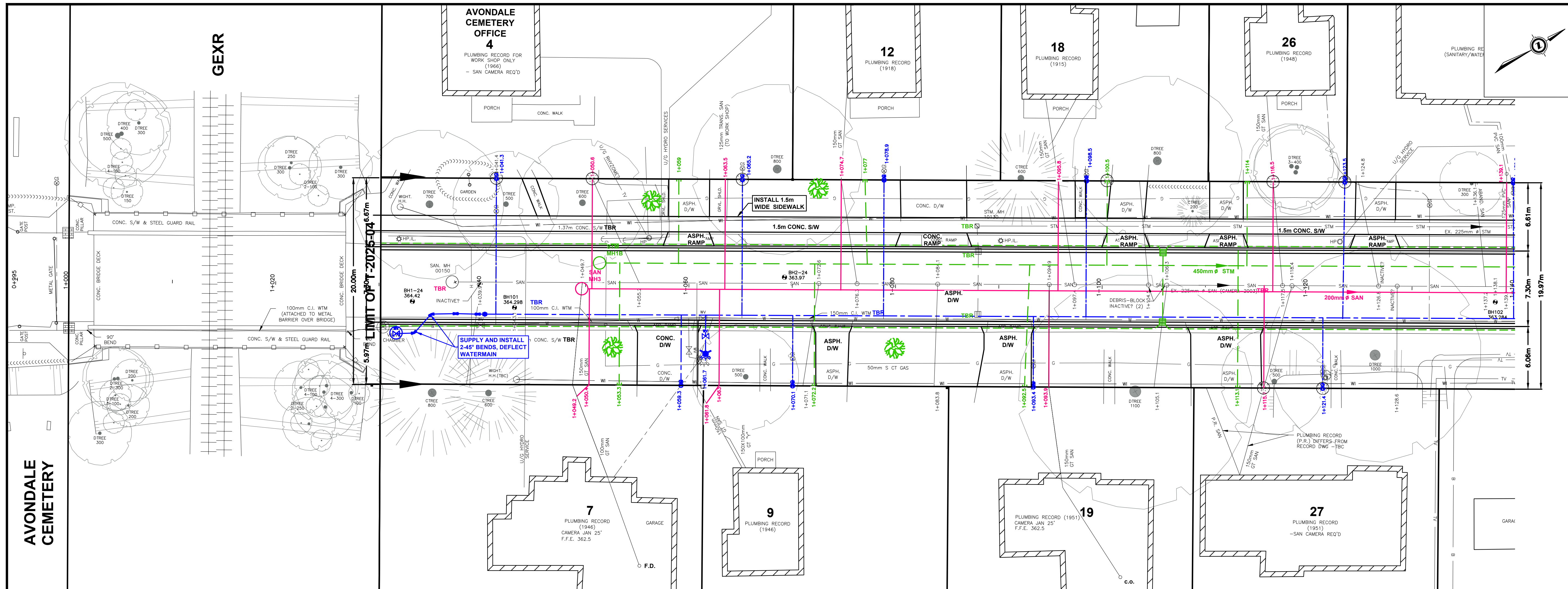
Legend for symbols:

- Circle with dot: 361.560
- Circle with cross: 361.565
- Circle with dot (dashed): 361.560

Legend for utility lines:

- SAN: Solid blue line
- STM: Dashed blue line
- W: Solid pink line
- B: Solid blue line
- G: Dashed blue line
- HO: Solid blue line
- TV: Dashed blue line
- W: Solid blue line



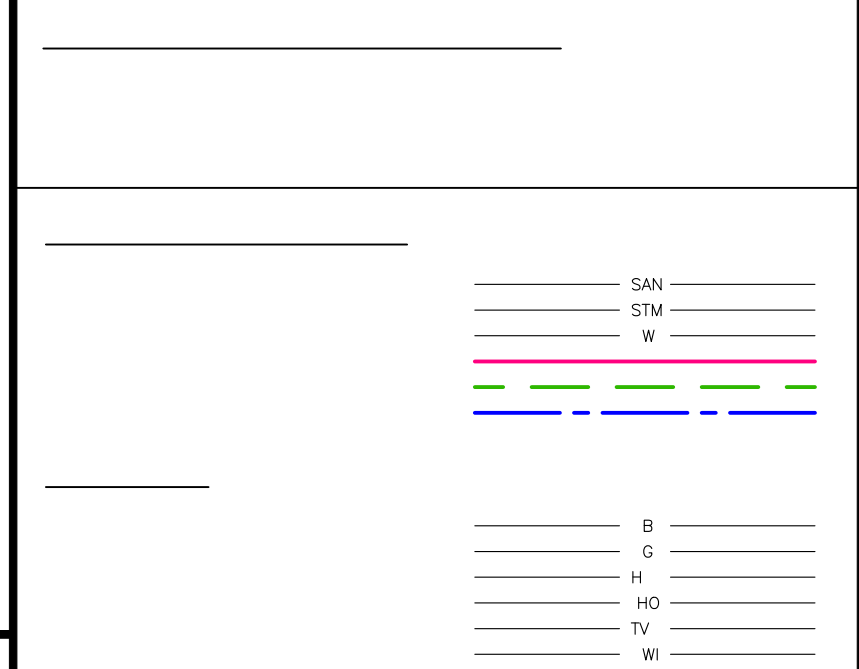
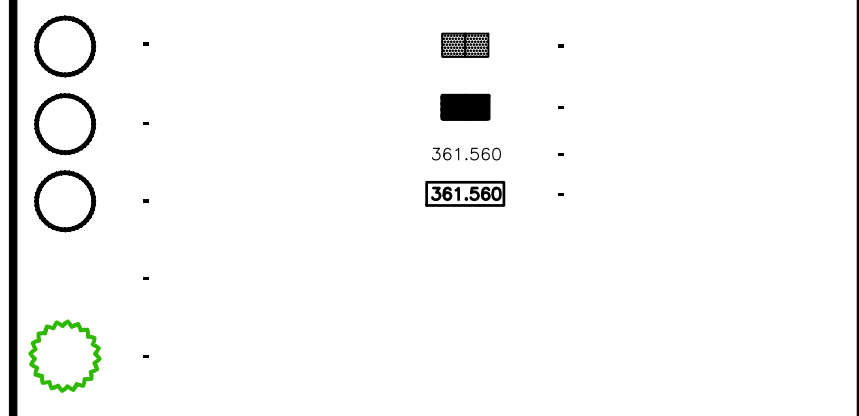


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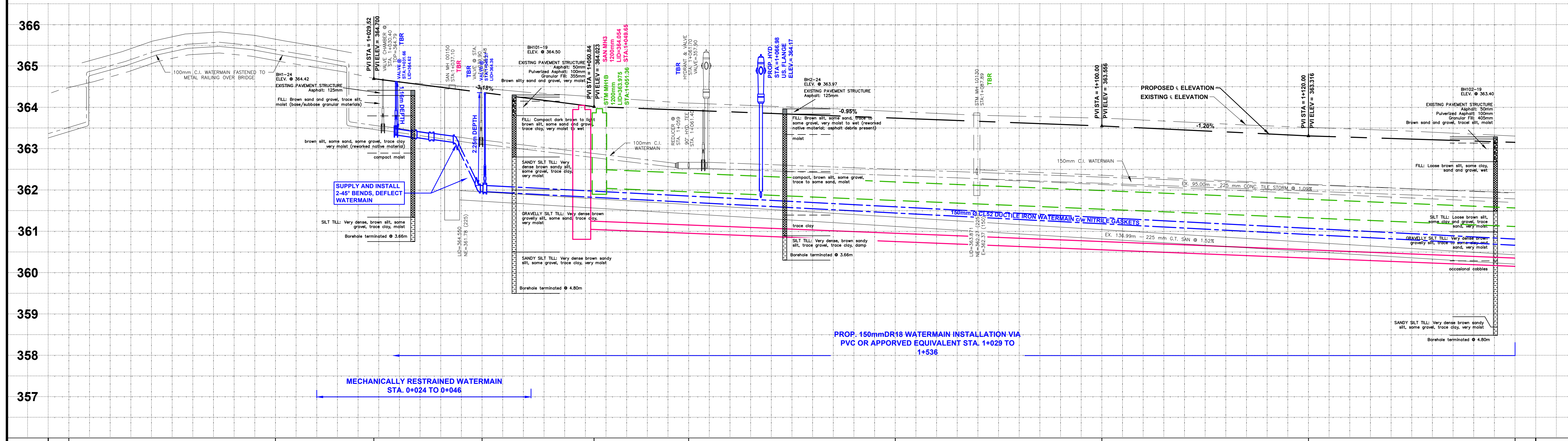
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ELEVATION (m) AVONDALE AVENUE

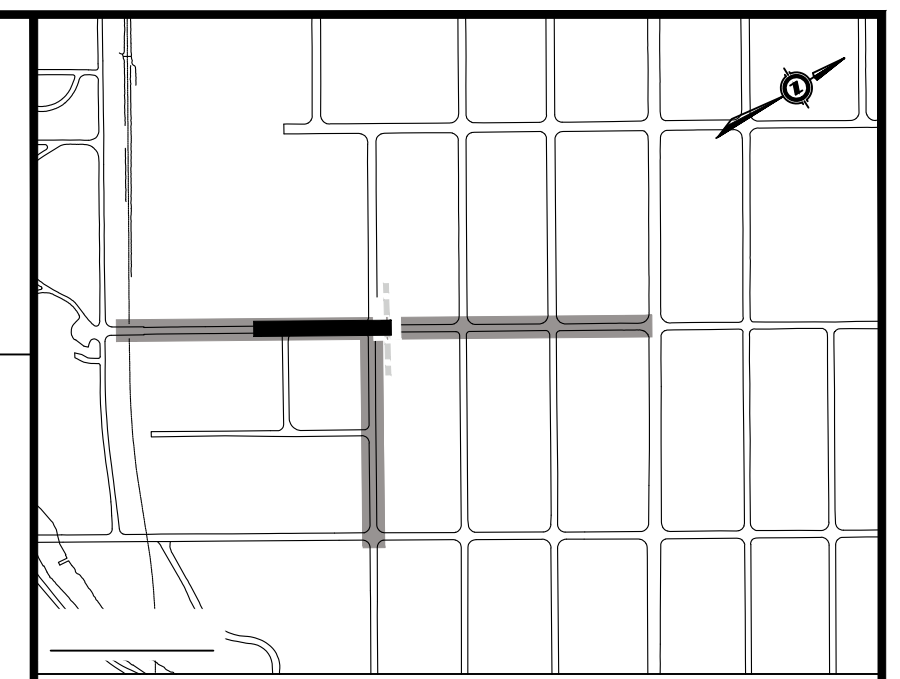
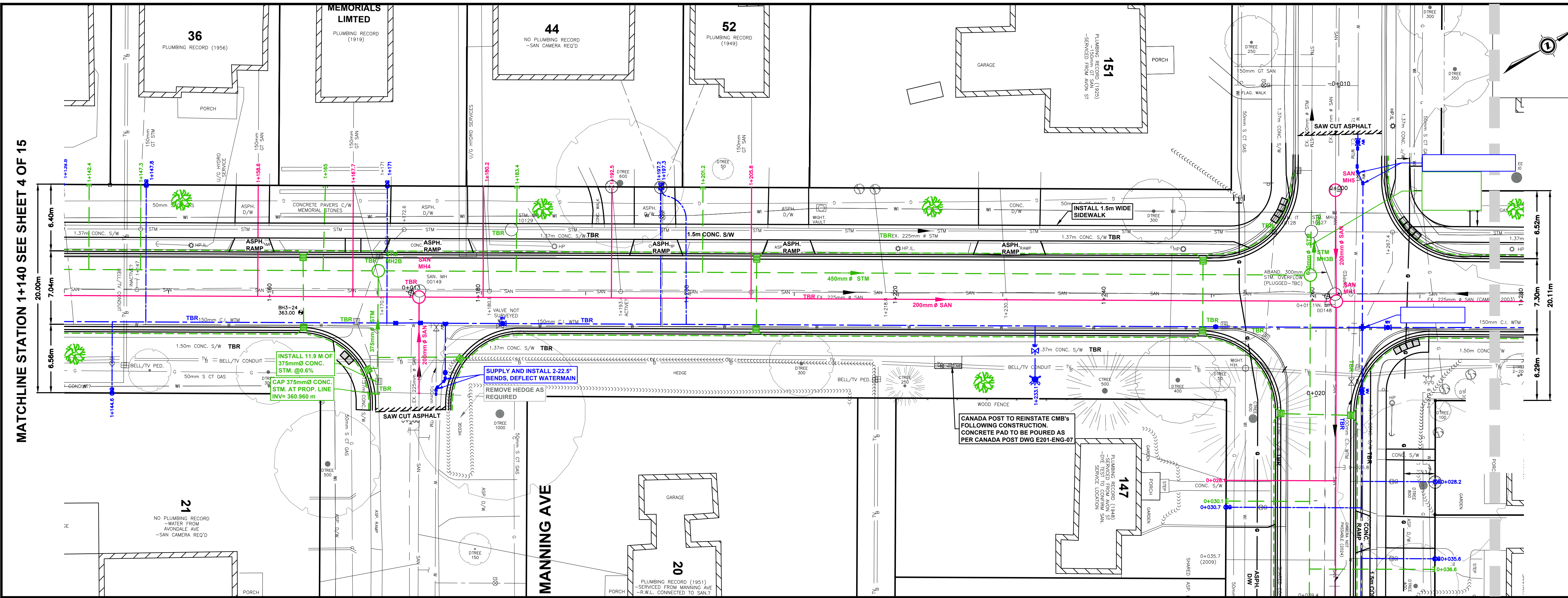


PROPOSED ELEVATION (ROAD)	364.700	364.967	364.952	364.936	365.746	365.596	365.316	365.316
EXISTING ELEVATION (ROAD)	364.49	365.14	364.47	364.11	365.91	365.74	365.52	365.31
PROPOSED STM SEWER (INVERTS)								
PROPOSED SAN SEWER (INVERTS)			NE-382.05	NE-381.06				
CHAINAGE	1+000	1+020	1+040	1+060	1+080	1+100	1+120	

118.77m - 450mmØ CONC. 50-D CLASS B BEDDING STORM @ 1.05%

124.39m - 200 mm PVC SDR35 SANITARY @ 1.00%



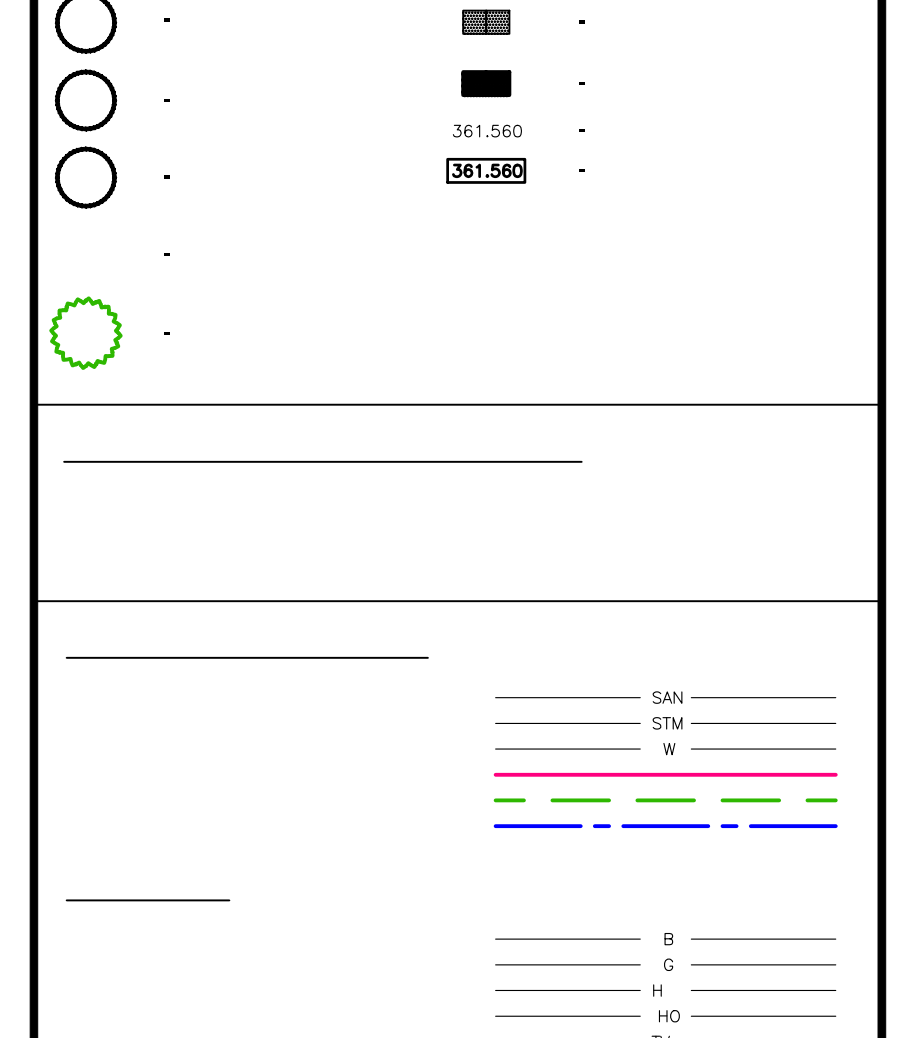


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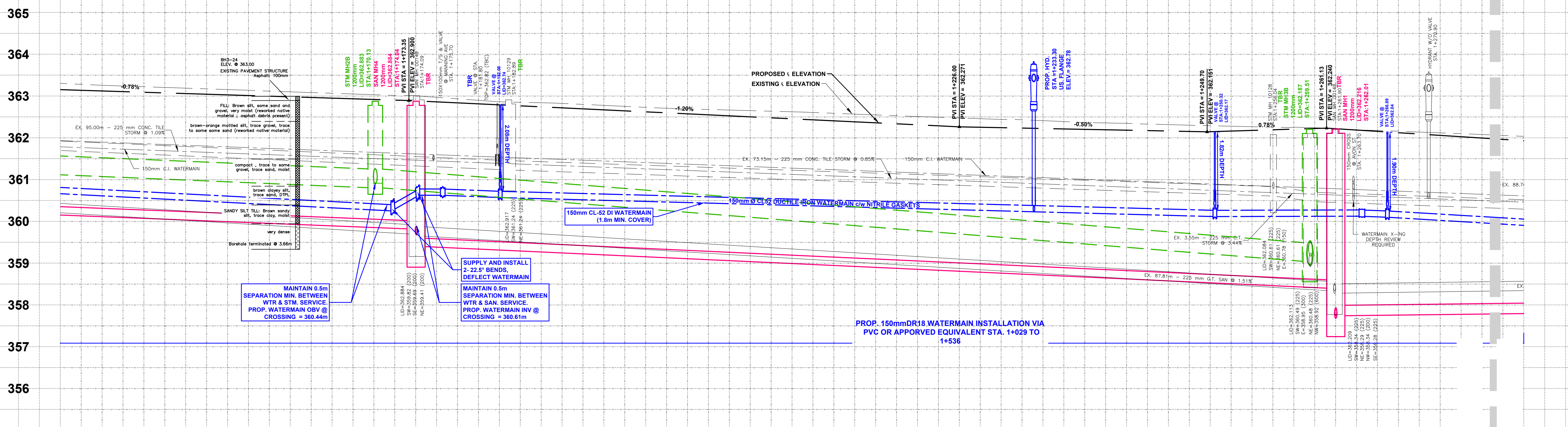
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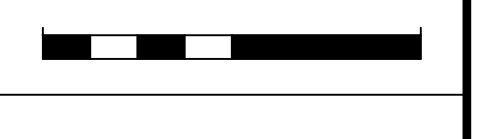
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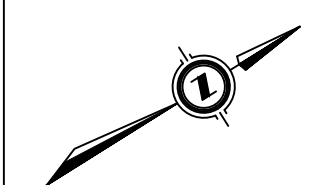
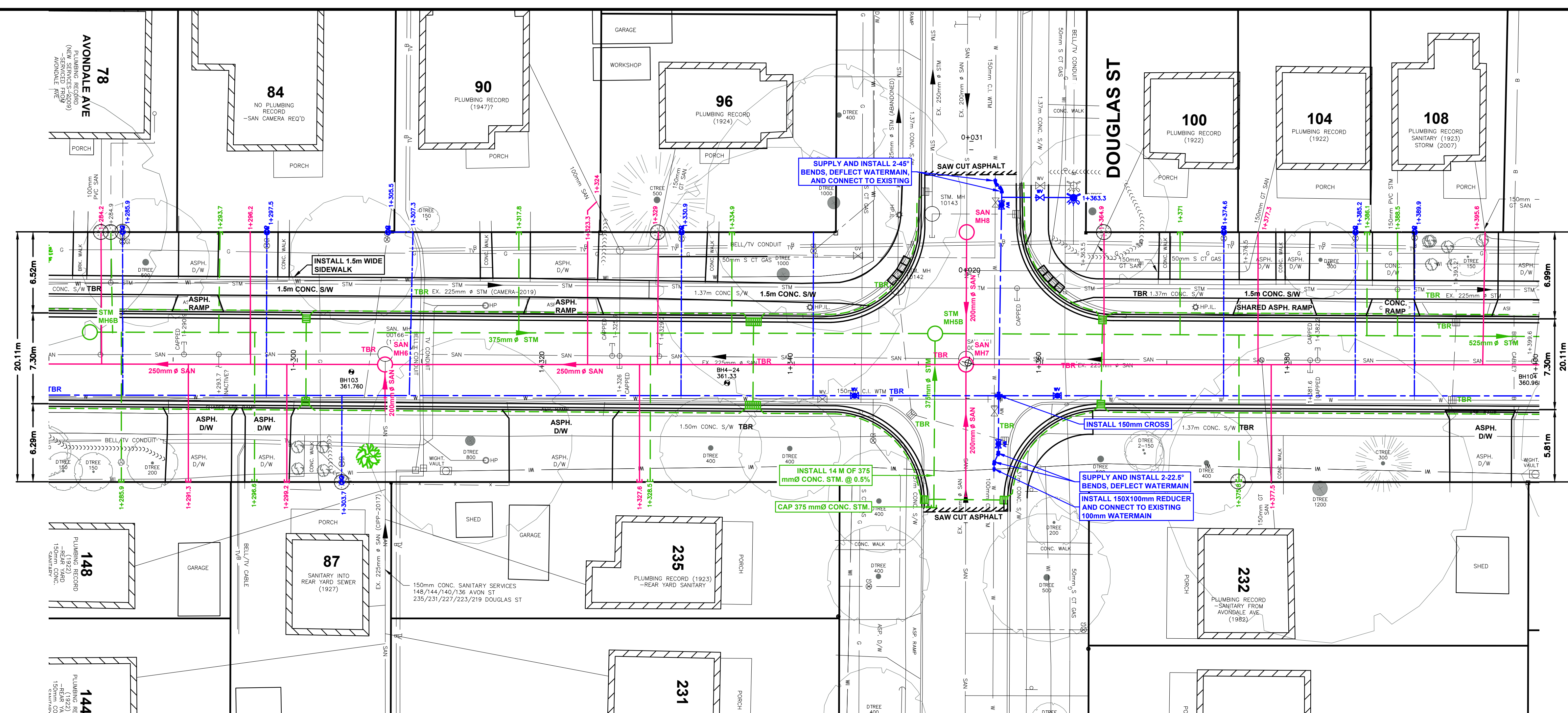
**ELEVATION (m)** **AVONDALE AVENUE**



PROPOSED ELEVATION (ROAD)	365.169	365.064	362.900	362.820	362.851	362.342	362.271	362.200	362.151	362.231	362.200	362.04
EXISTING ELEVATION (ROAD)	363.31	363.12	362.90	362.70	362.54	362.271	362.15	362.04				
PROPOSED STM SEWER (INVERTS)	SE=360.90 NE=360.91 SW=360.91									SW=360.04 NE=359.97 NW=359.97		
PROPOSED SAN SEWER (INVERTS)	124.39m - 200 mm PVC SDR35 SANITARY @ 1.00%			88.78m - 450mm Ø CONC. 50-D CLASS B BEDDING STORM @ 2.00%				87.79m - 200 mm PVC SDR35 SANITARY @ 1.15%		45.07m - 250 mm PVC SDR35 SANITARY @ 0.30%		
CHAINAGE	1+140	1+160	1+172.79	1+180	1+200	1+220	1+240	1+260				



MATCHLINE STATION 1+280 SEE SHEET 5 OF 15

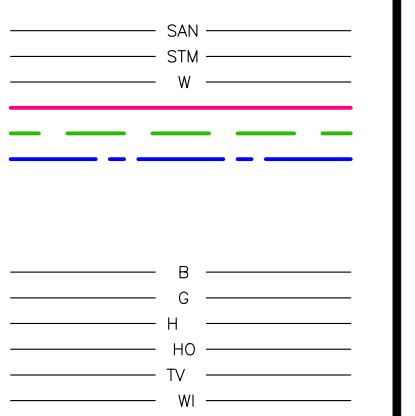
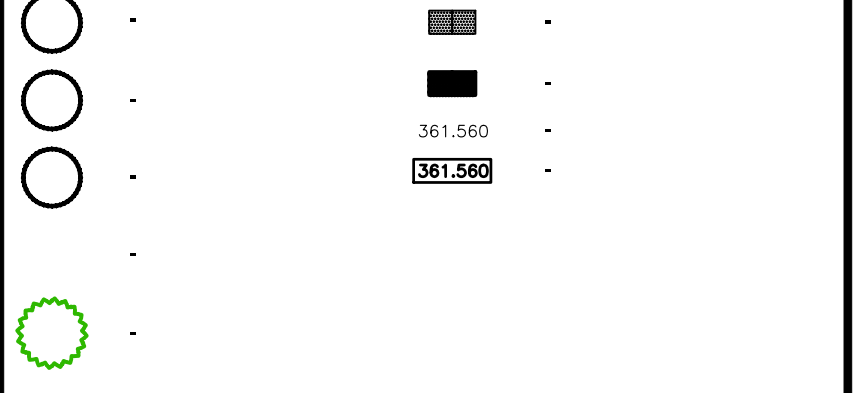


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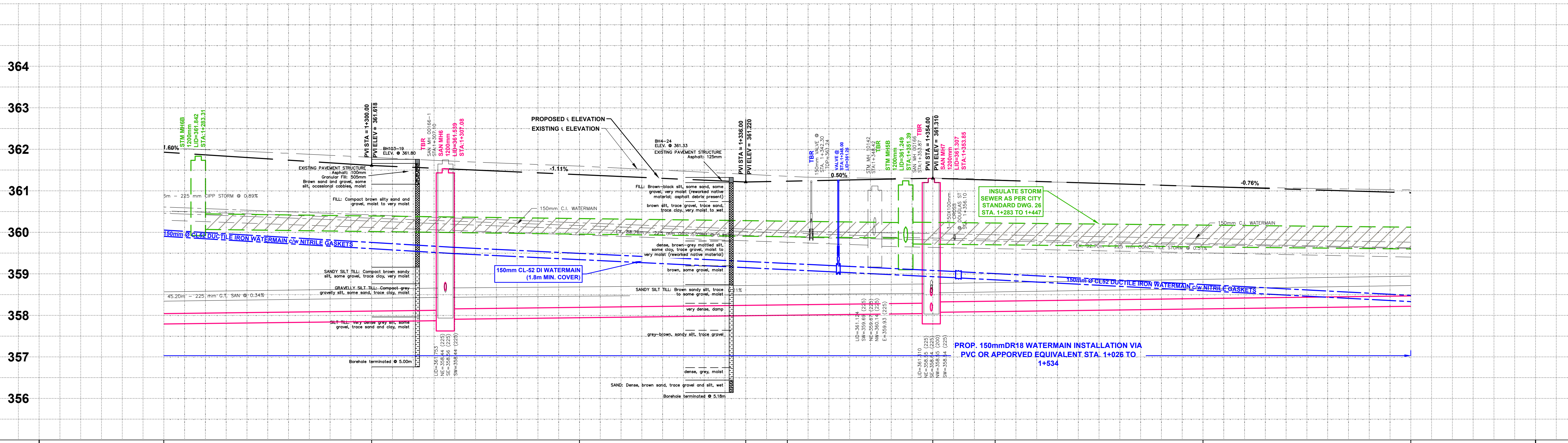
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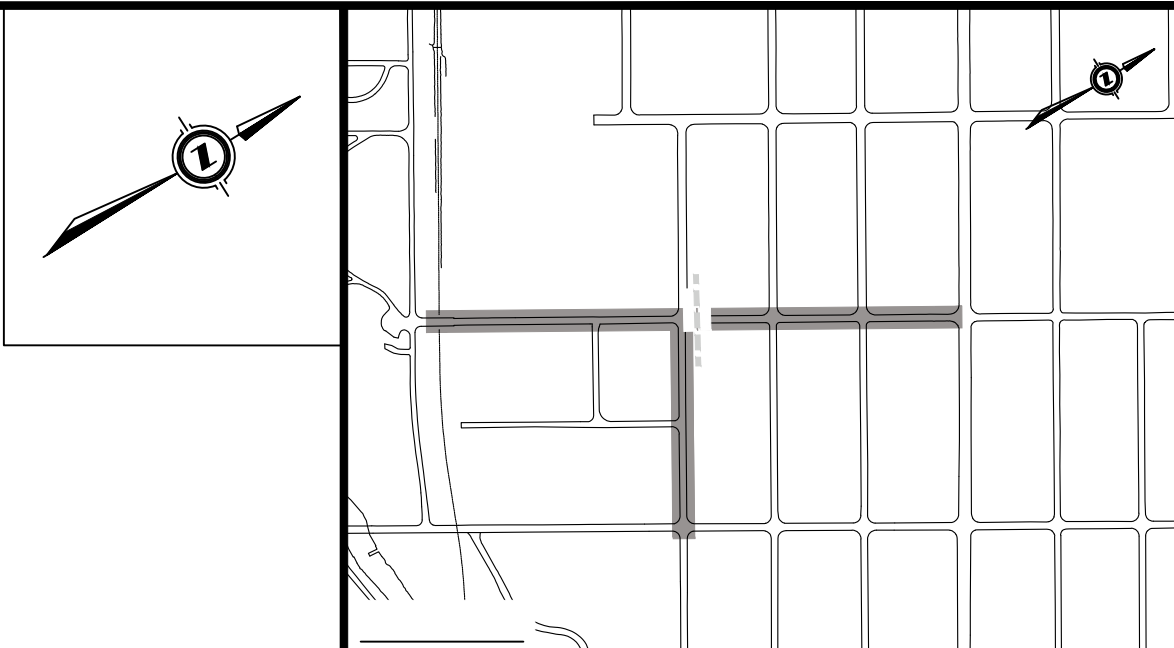
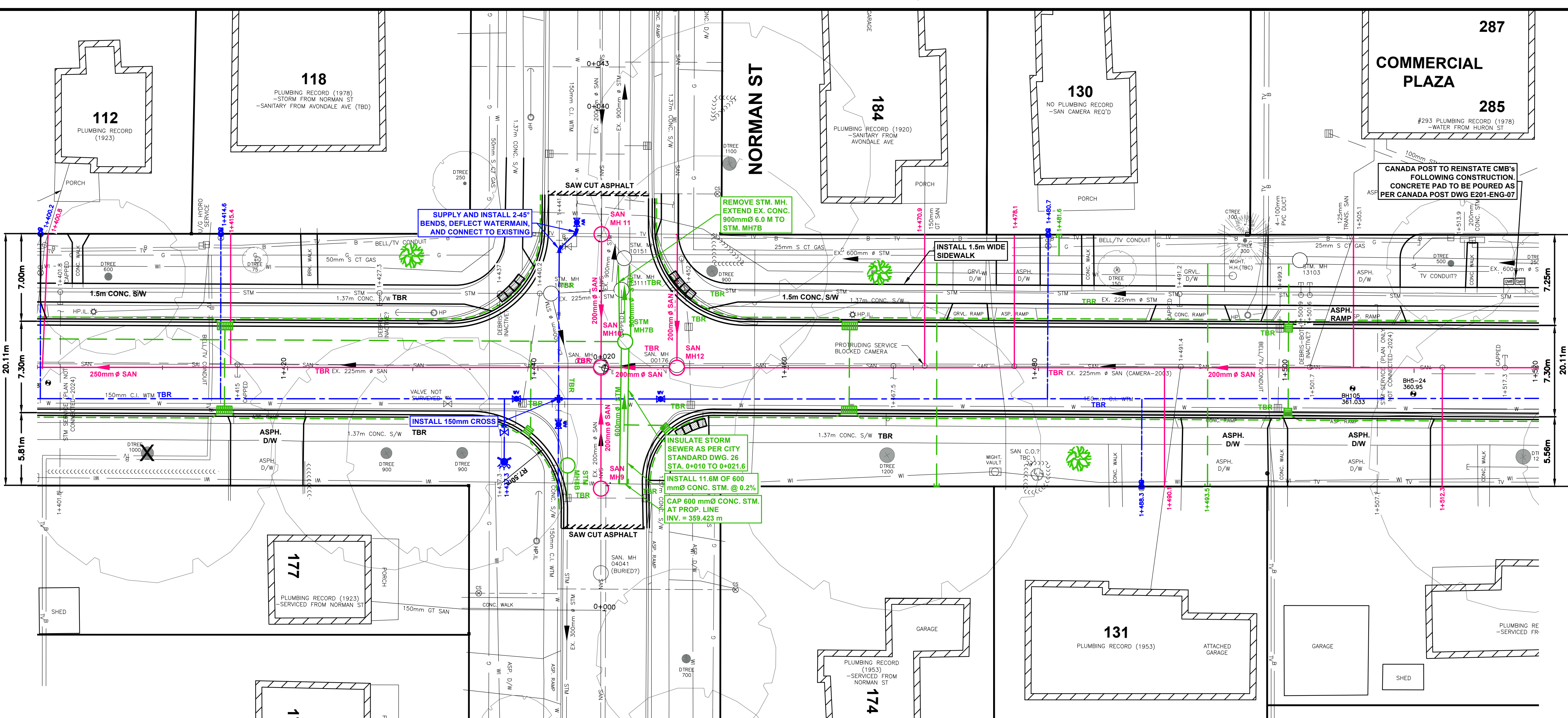
ELEVATION (m) AVONDALE AVENUE



PROPOSED ELEVATION (ROAD)	361.938	361.618	361.397	361.220	361.240	361.310	361.264	361.112	361.03
EXISTING ELEVATION (ROAD)	362.04	361.81	361.60	361.136	361.112	361.27	361.11	361.03	
PROPOSED STM SEWER (INVERTS)		361.380				361.377			
PROPOSED SAN SEWER (INVERTS)		361.350				361.350			
CHAINAGE	1+280	1+300	1+320	1+340	1+360	1+376.43	1+380	1+380	



MATCHLINE STATION 1+400 SEE SHEET 6 OF 15

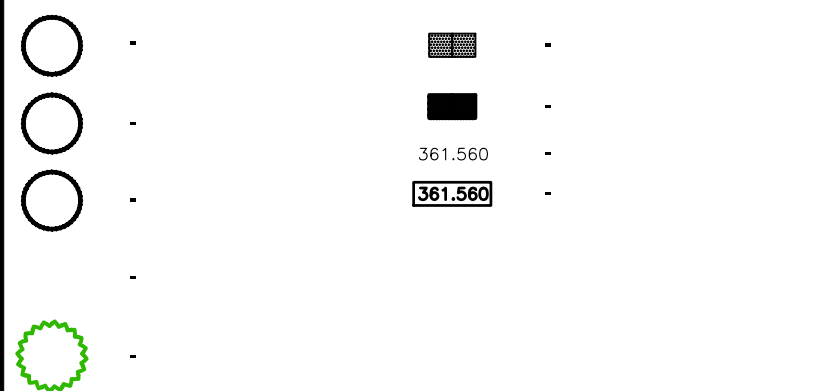


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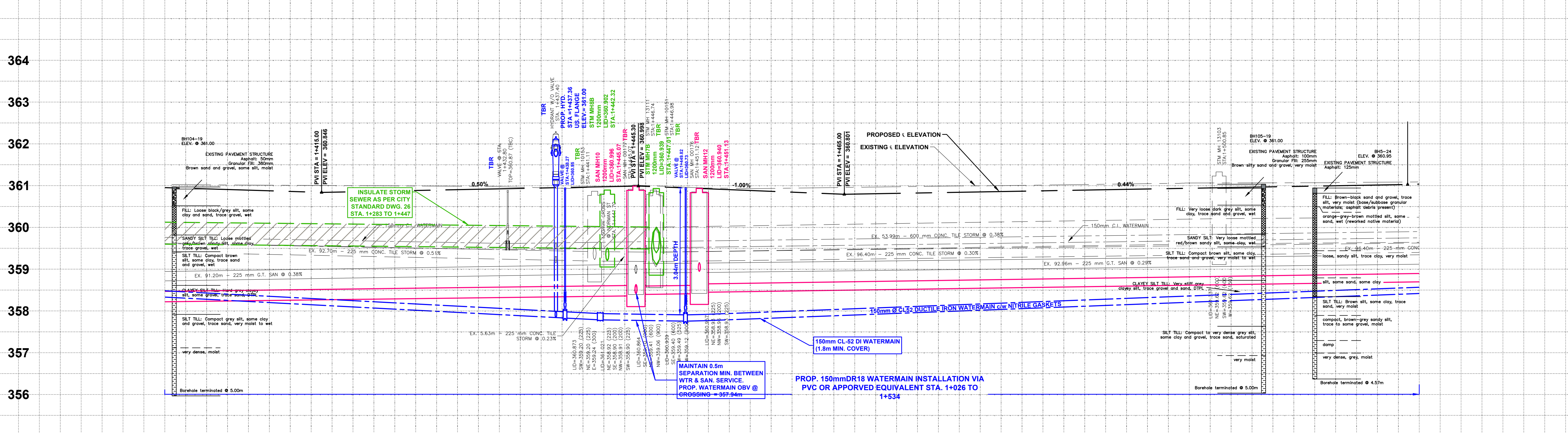
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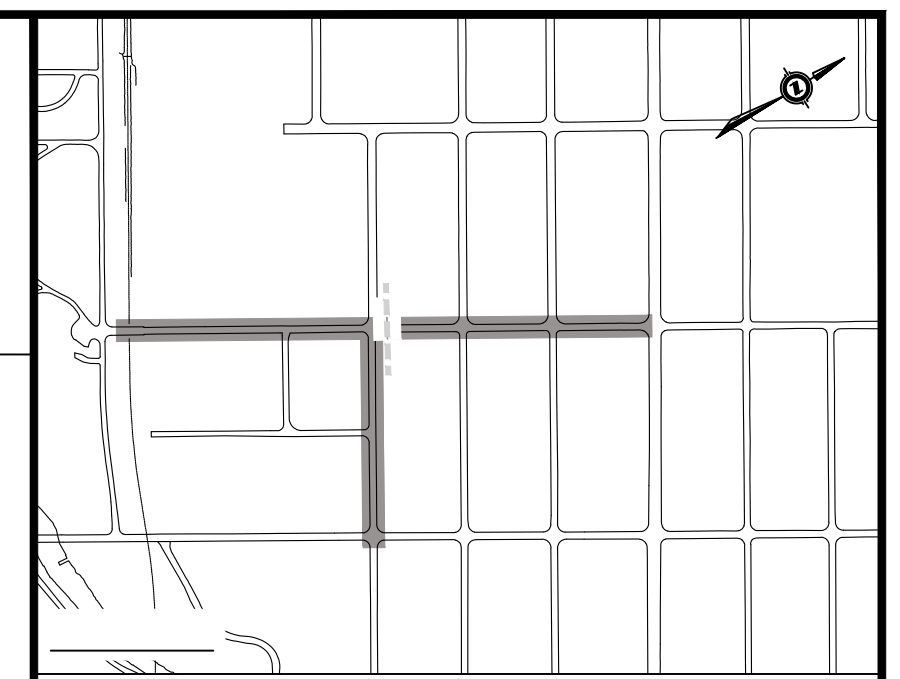
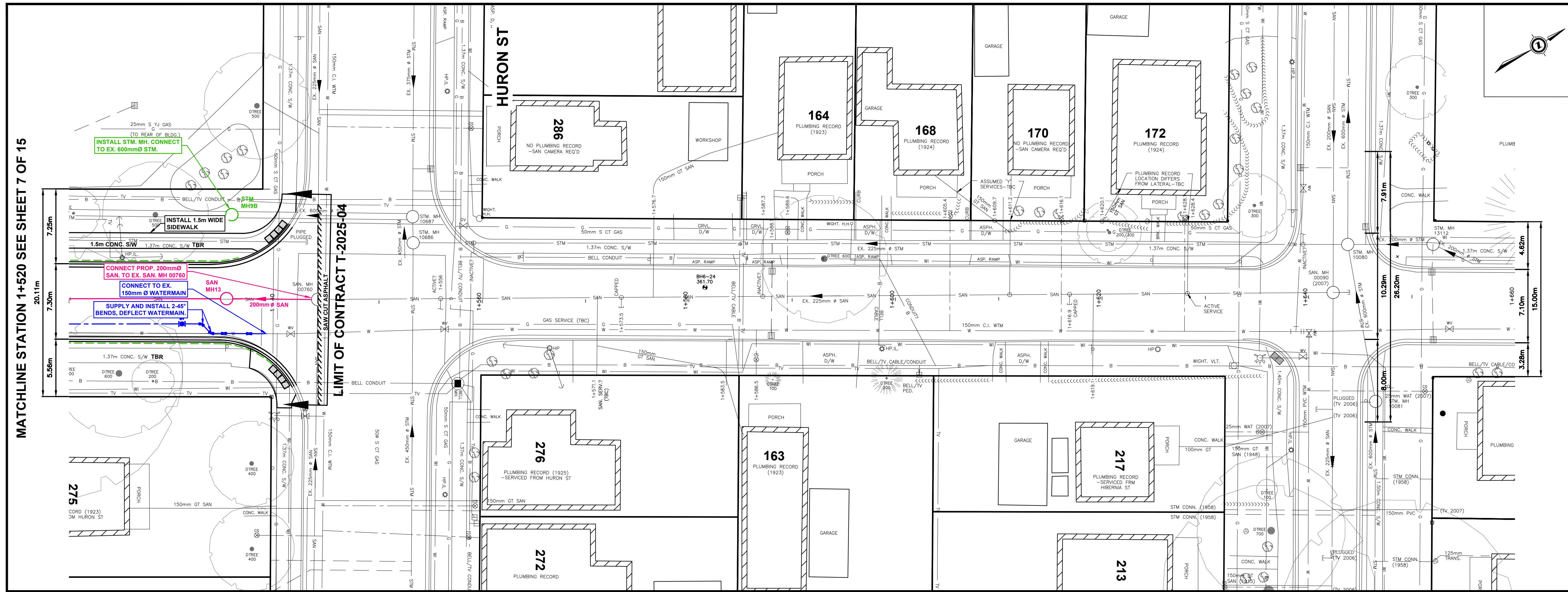
ELEVATION (m)

AVONDALE AVENUE



PROPOSED ELEVATION (ROAD)	360.960	360.946	360.871	360.971	360.998	360.851	360.851	360.866	360.953	361.10
EXISTING ELEVATION (ROAD)	361.03		361.00	360.96		360.95		361.01		361.07
PROPOSED STM SEWER (INVERTS)		95.63m - 525 mm Ø CONC. 50-D CLASS B BEDDING STORM @ 0.25								
PROPOSED SAN SEWER (INVERTS)		91.21m - 250 mm PVC SDR35 SANITARY @ 0.32%						6.06m - 200 mm PVC SDR35 SANITARY @ 0.35%		84.14m - 200 mm PVC SDR35 SANITARY @ 0.36%
CHAINAGE	1+400	1+420	1+440	1+460	1+475.99	1+480	1+500			



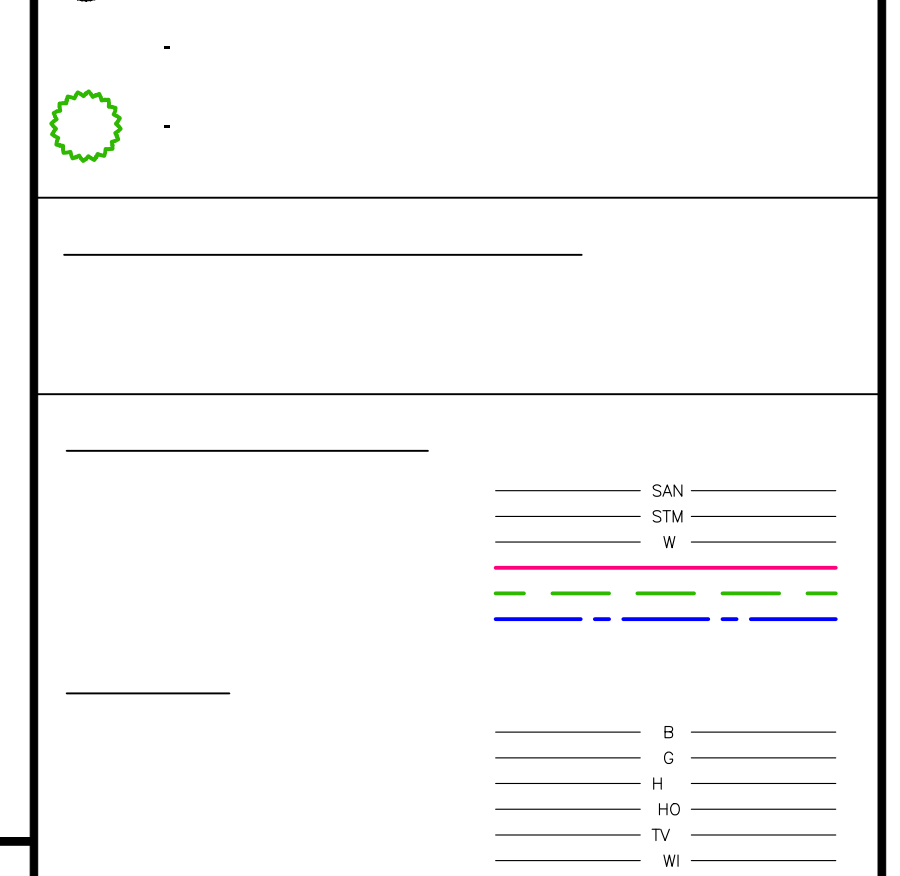
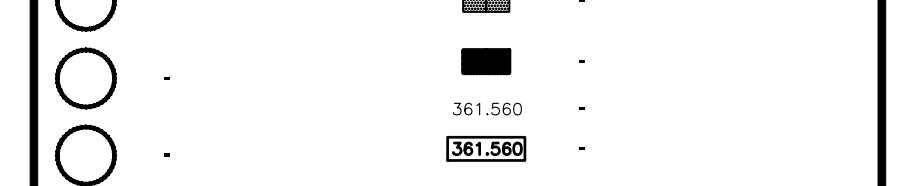


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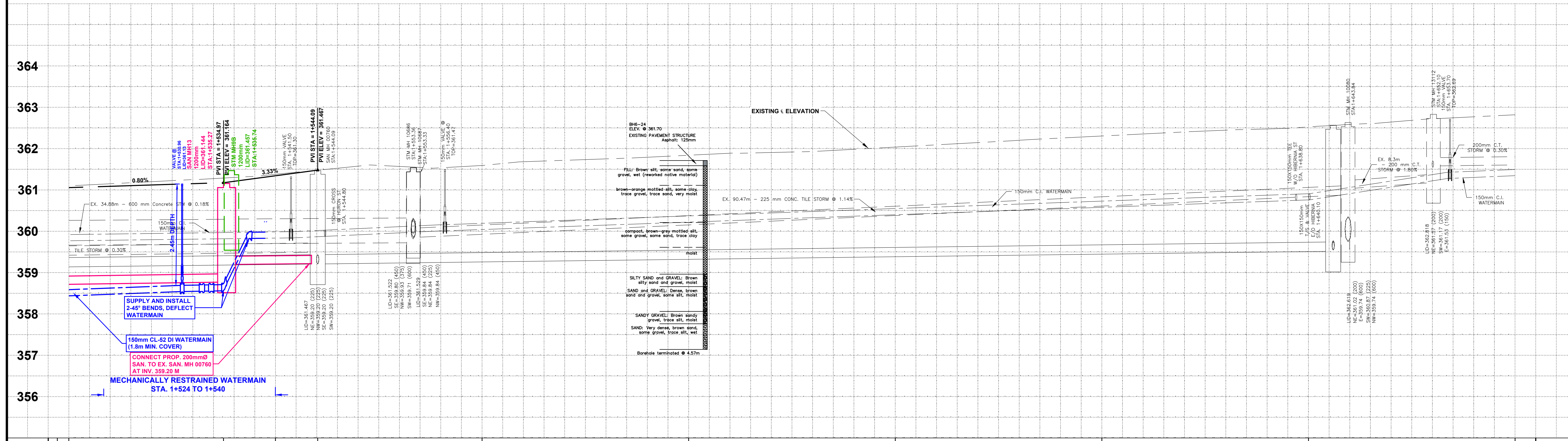
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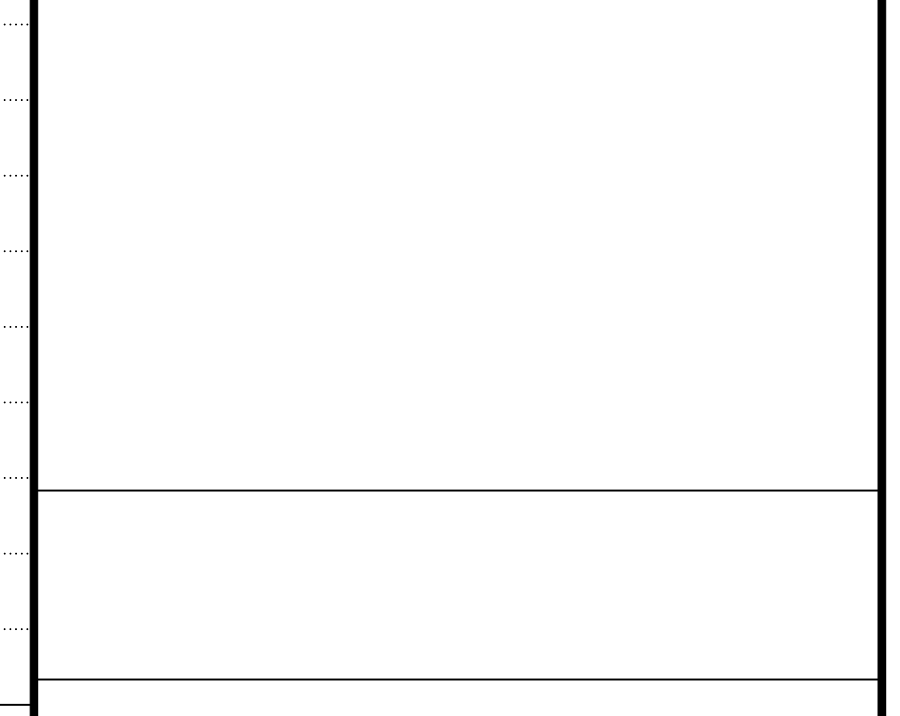
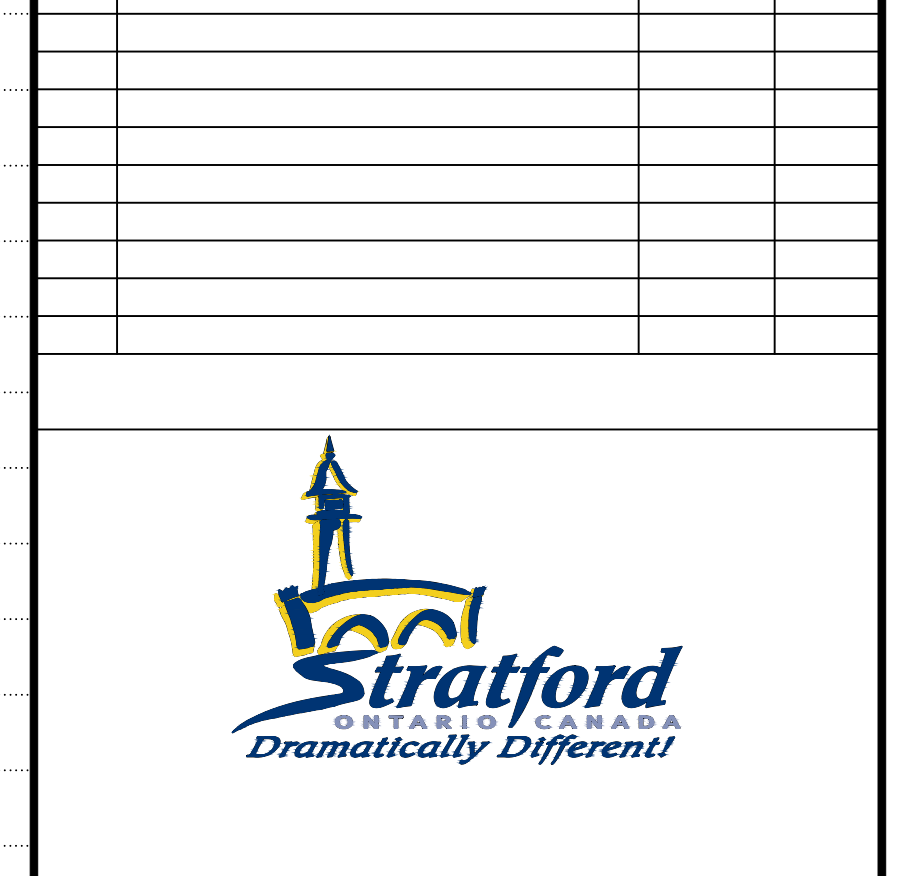
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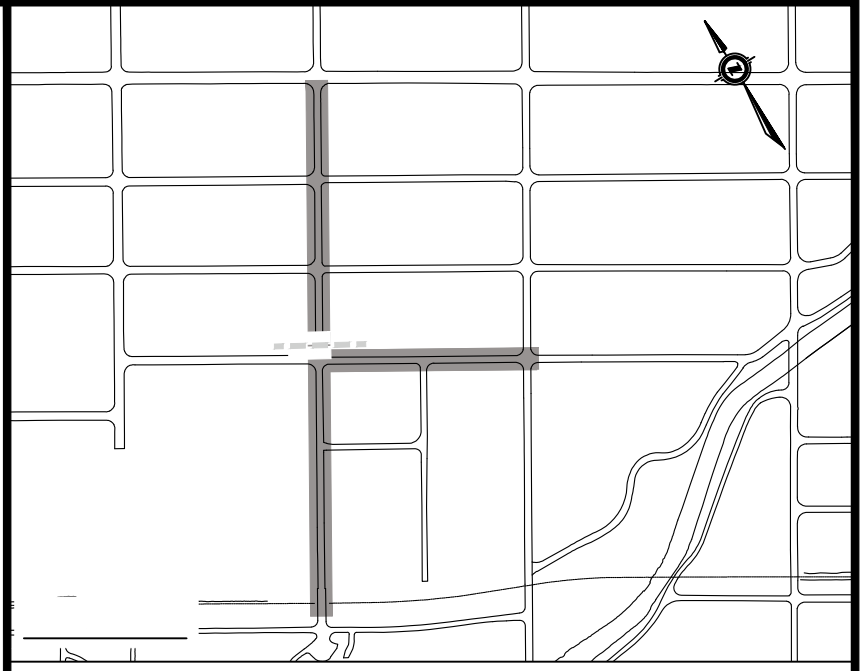
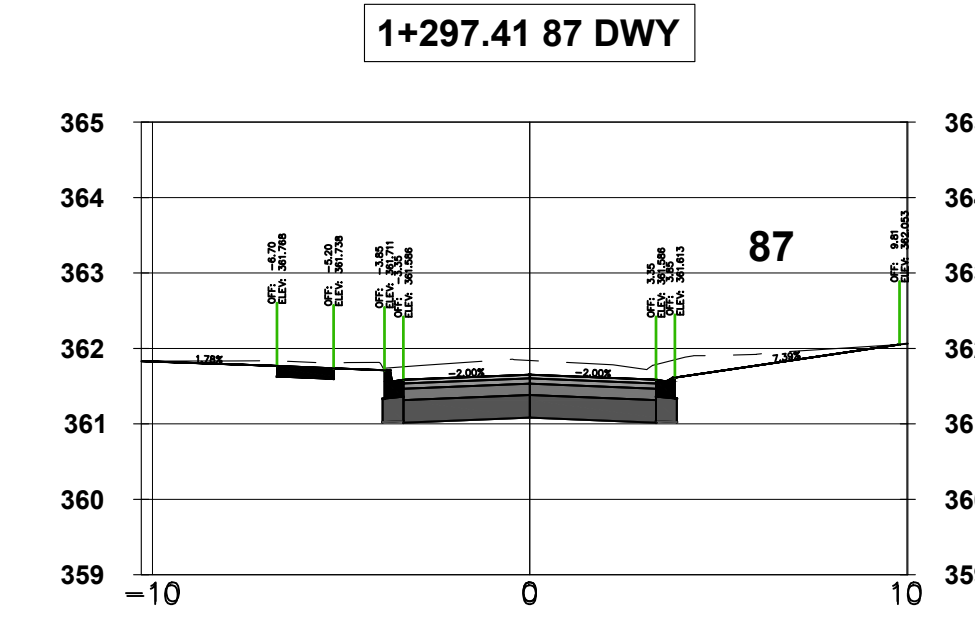
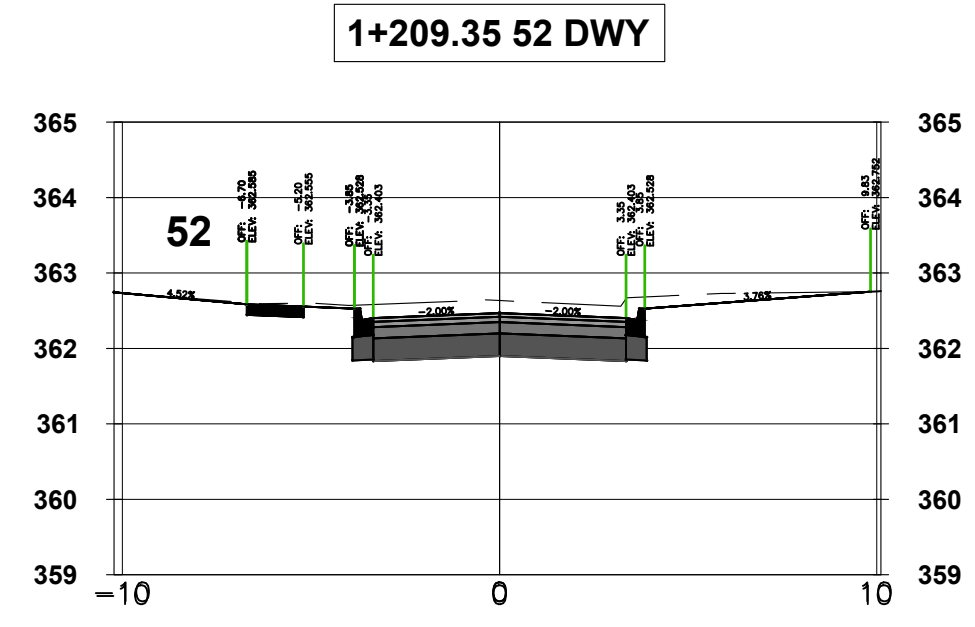
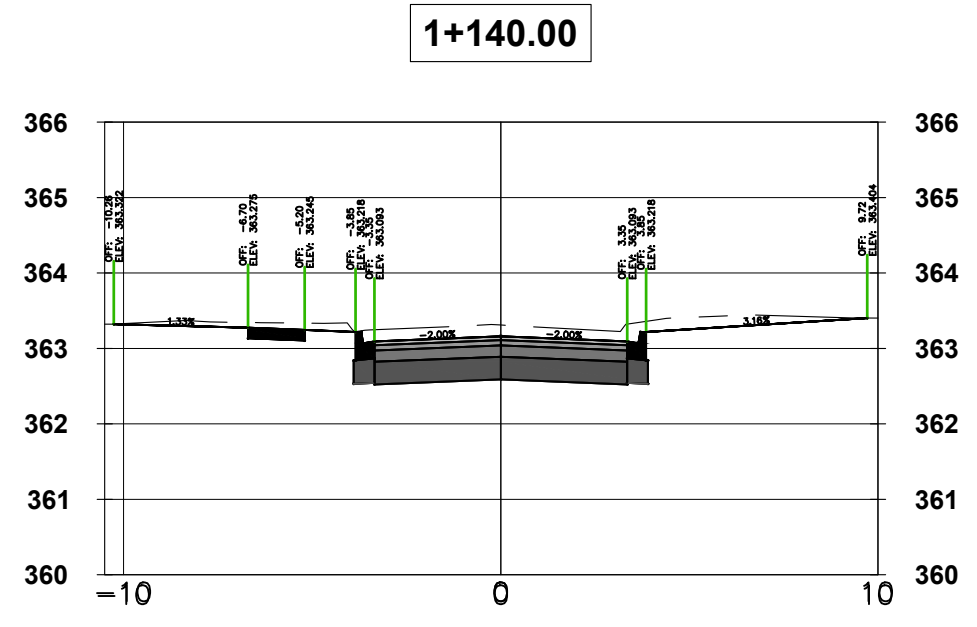
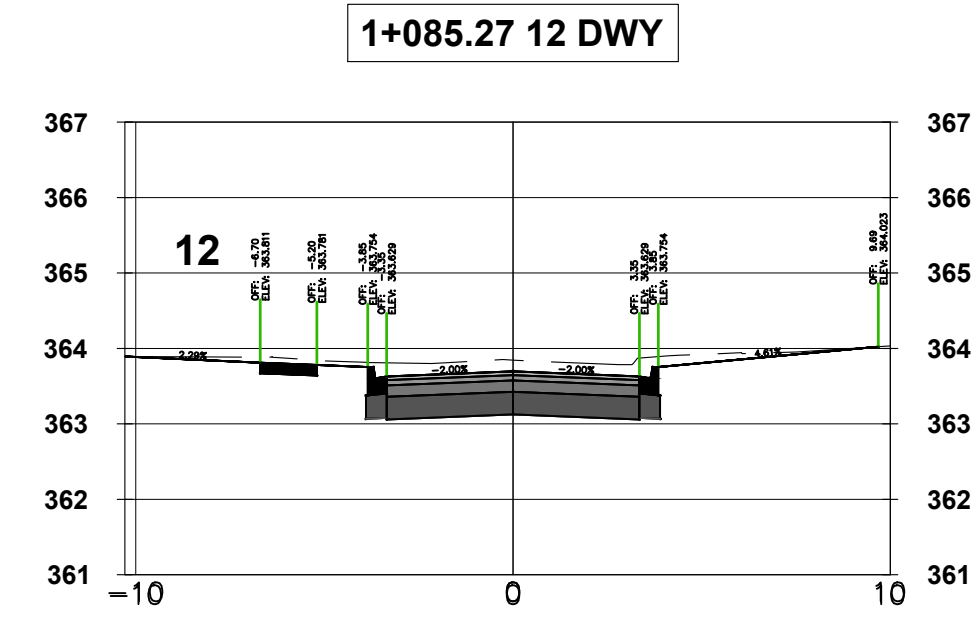
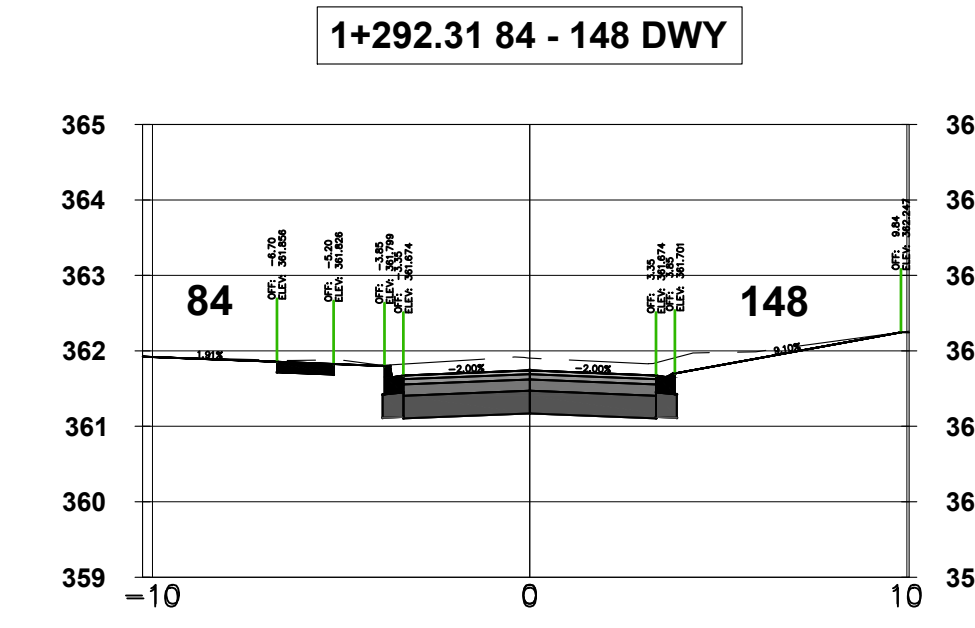
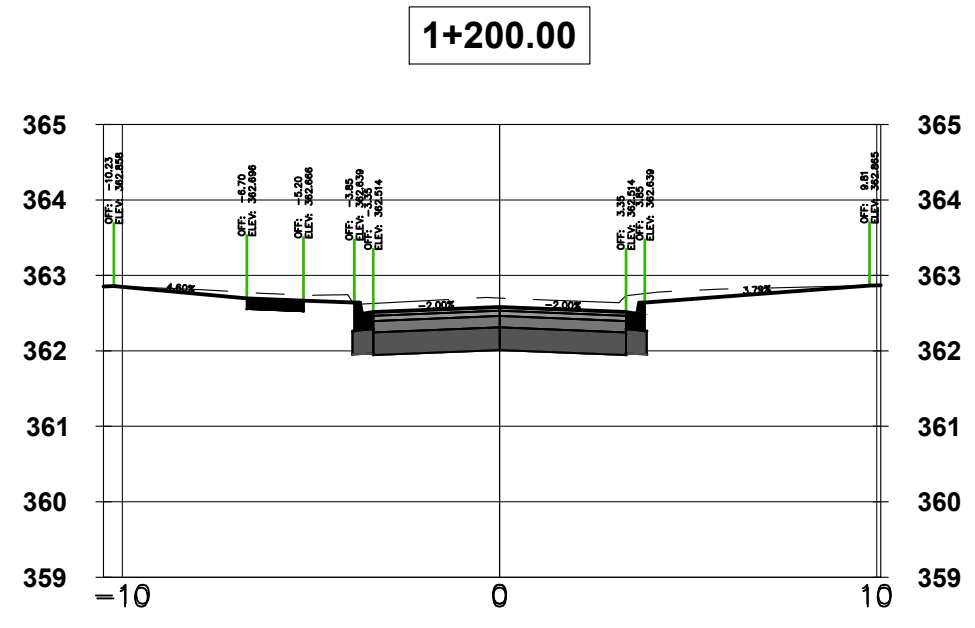
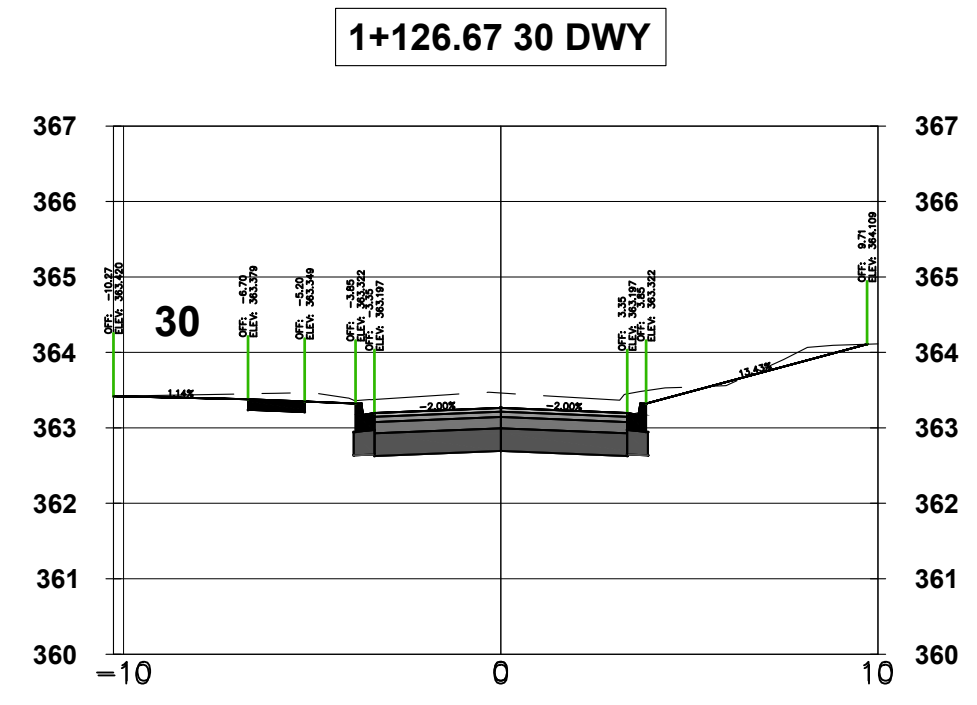
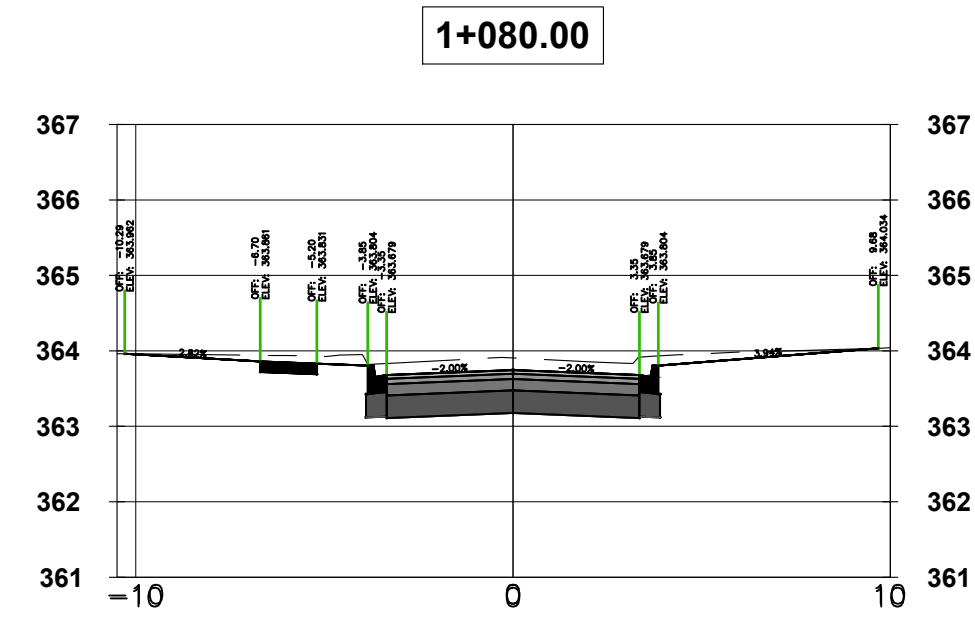
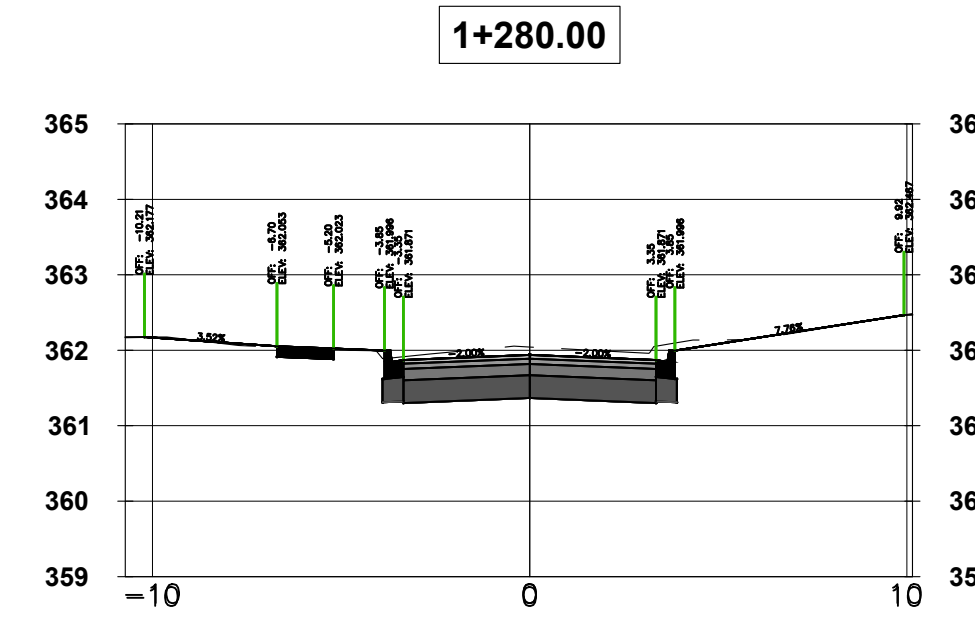
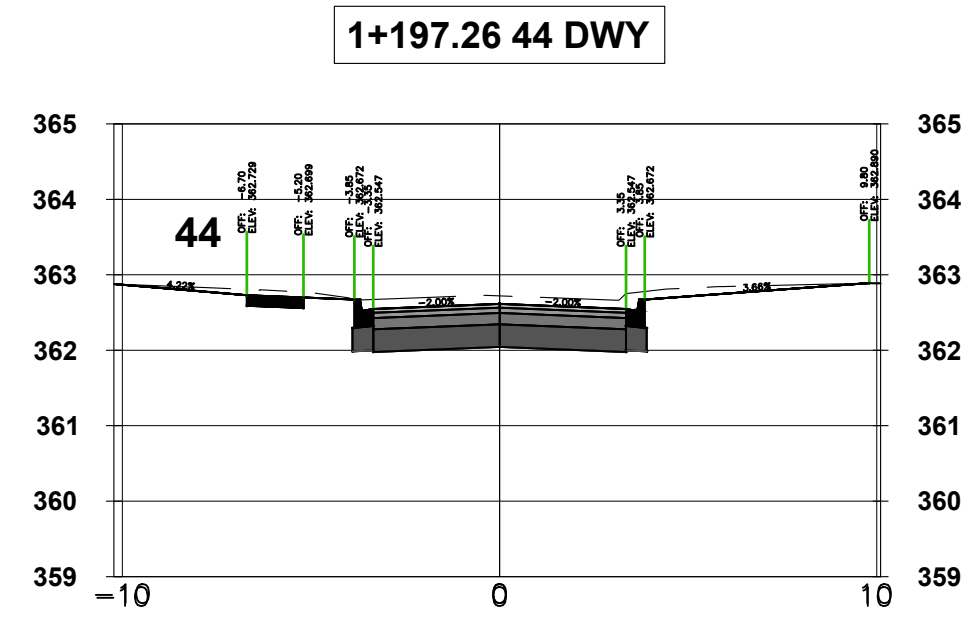
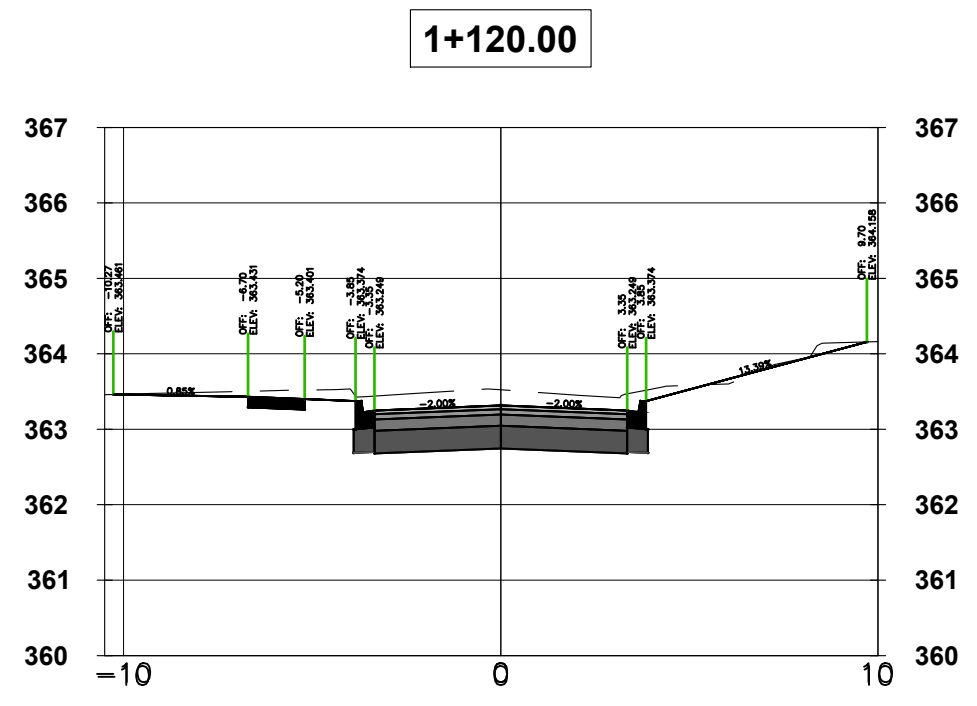
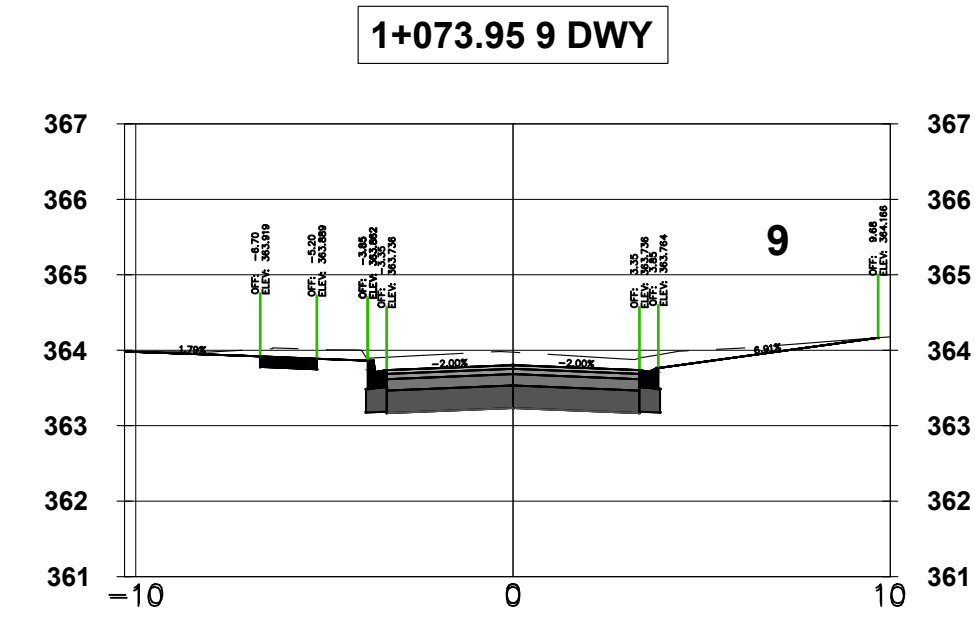
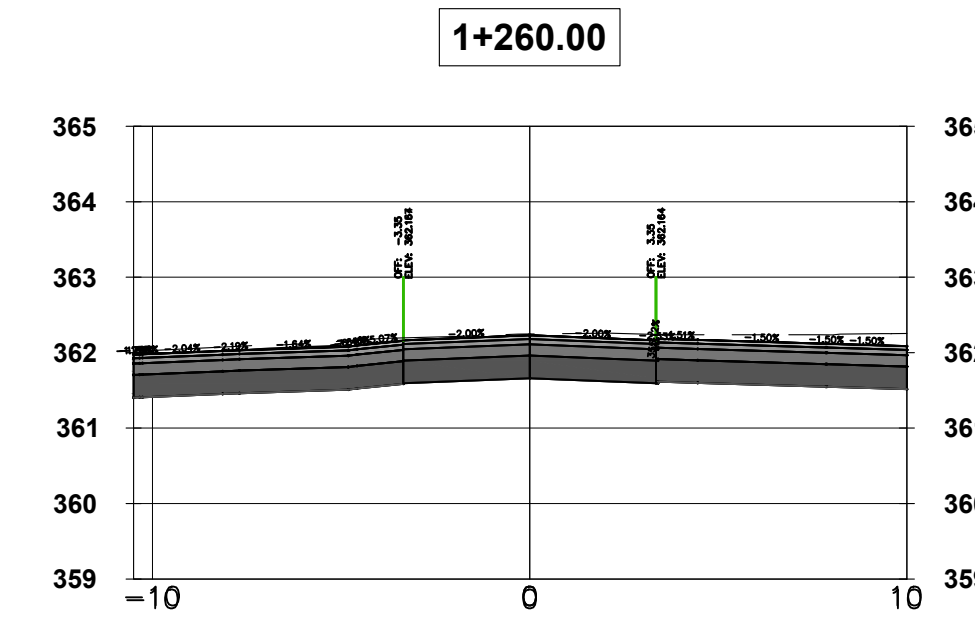
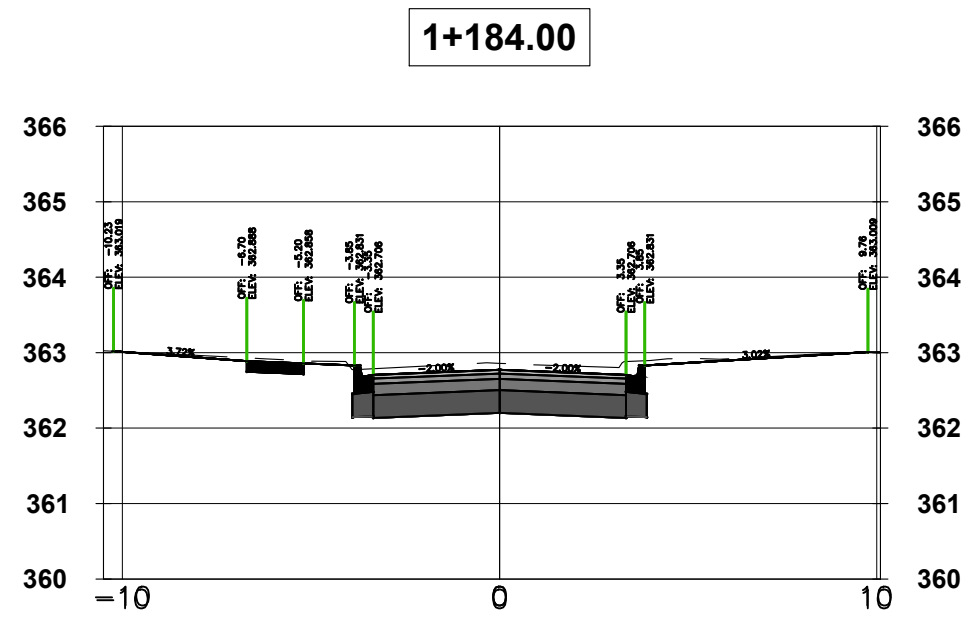
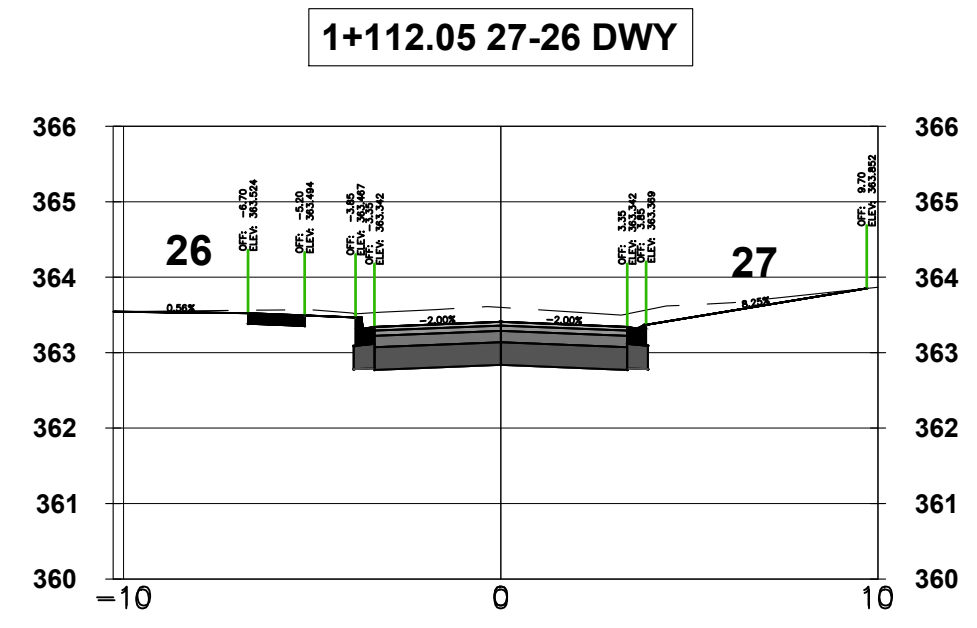
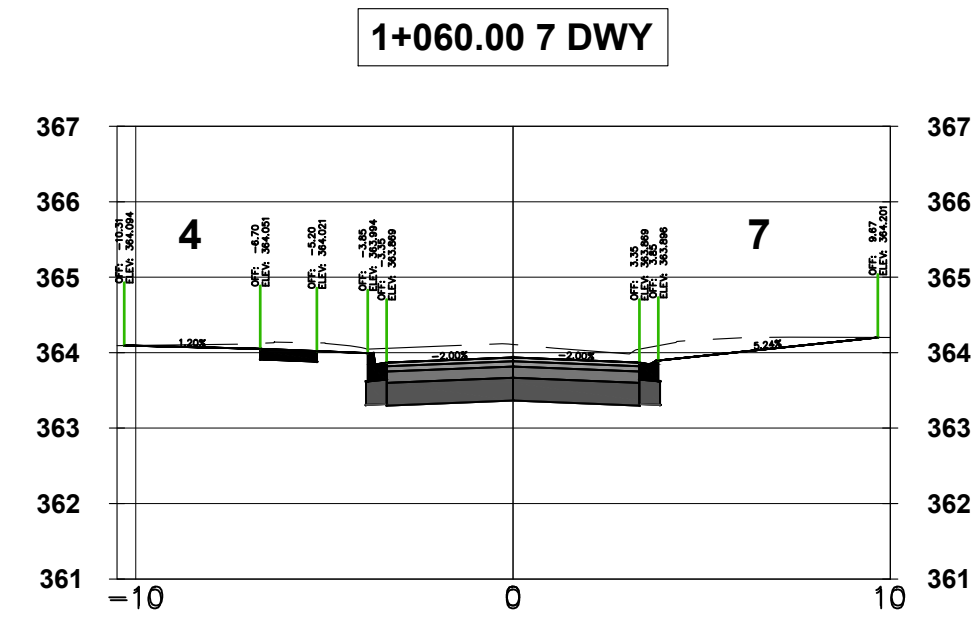
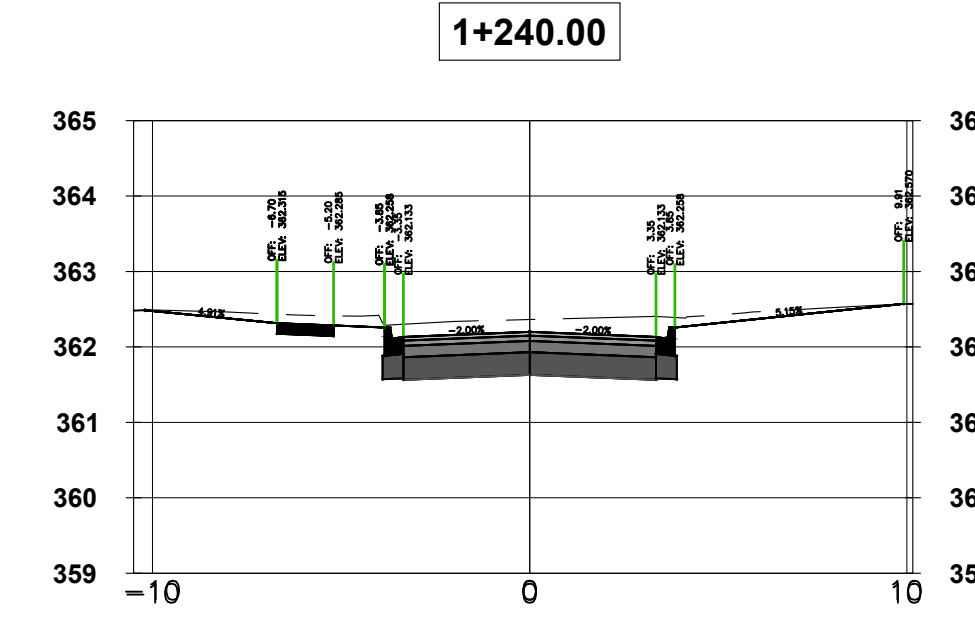
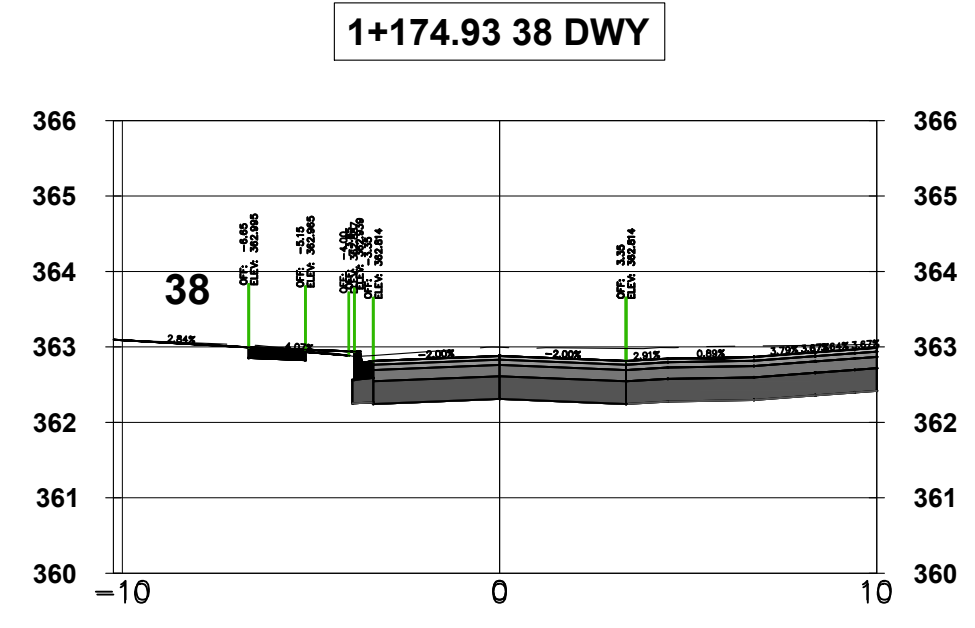
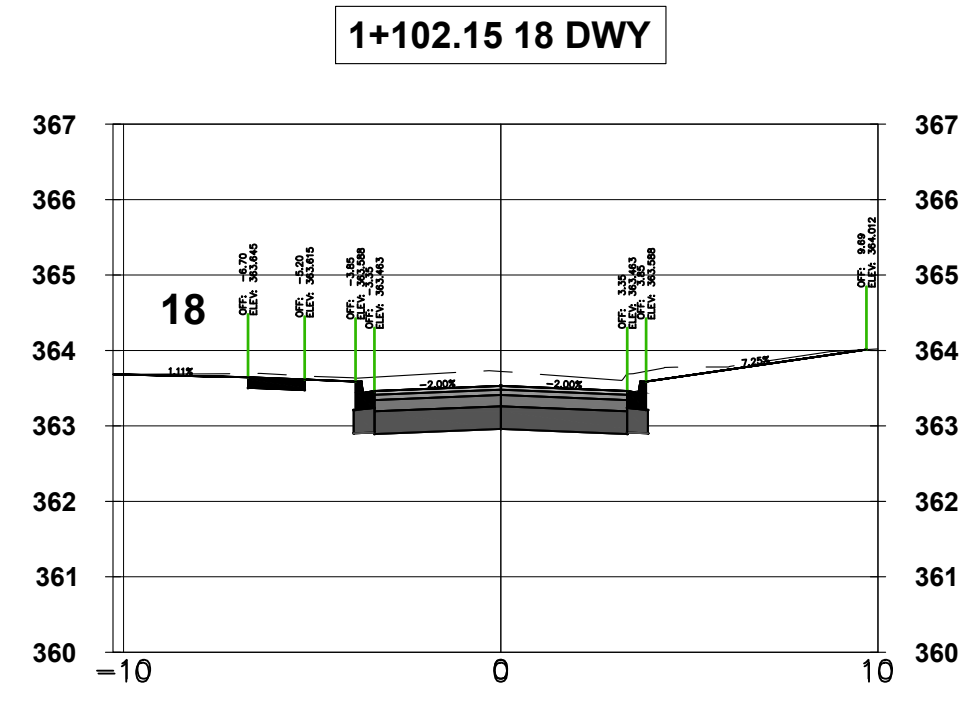
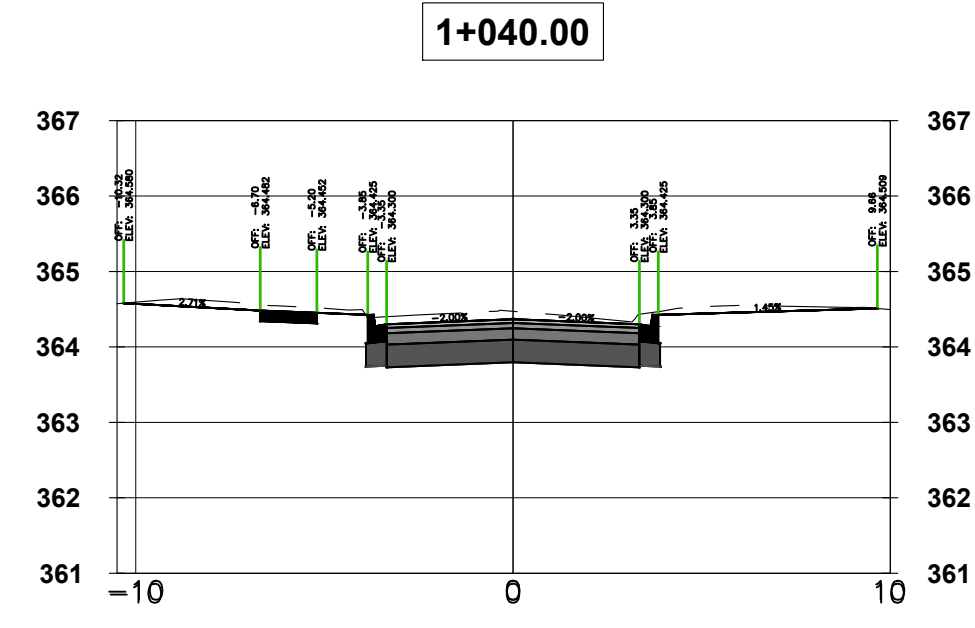
ELEVATION (m) AVONDALE AVENUE



PROPOSED PROFILE (ROAD)	EXISTING PROFILE (ROAD)	PROPOSED STM SEWER (INVERTS)	PROPOSED SAN SEWER (INVERTS)	CHAINAGE
361.056	361.10			1+520
361.04				1+540
361.164				1+560
361.31	361.37			1+580
361.467				1+600
	361.58			1+620
	361.83			1+640
	362.03			1+660
	362.29			1+680
	362.51			1+700
	362.81			1+720





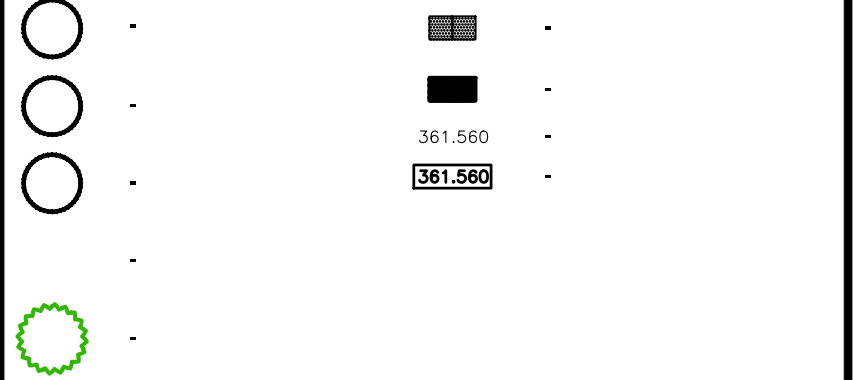


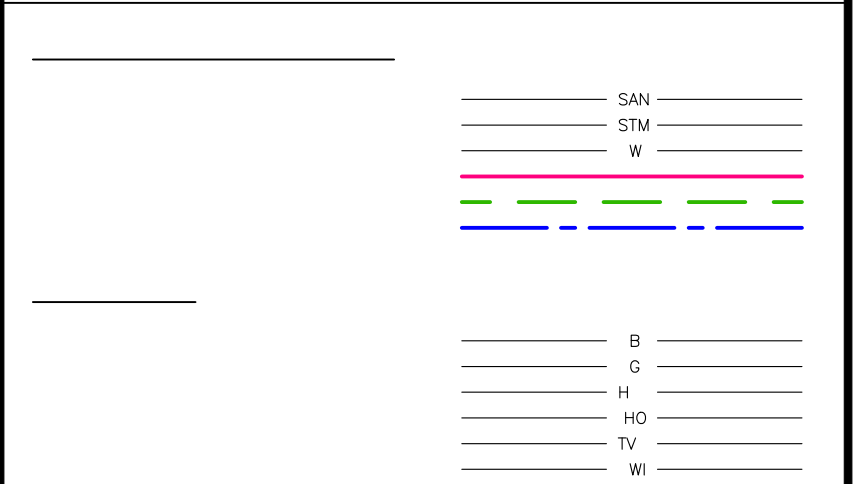
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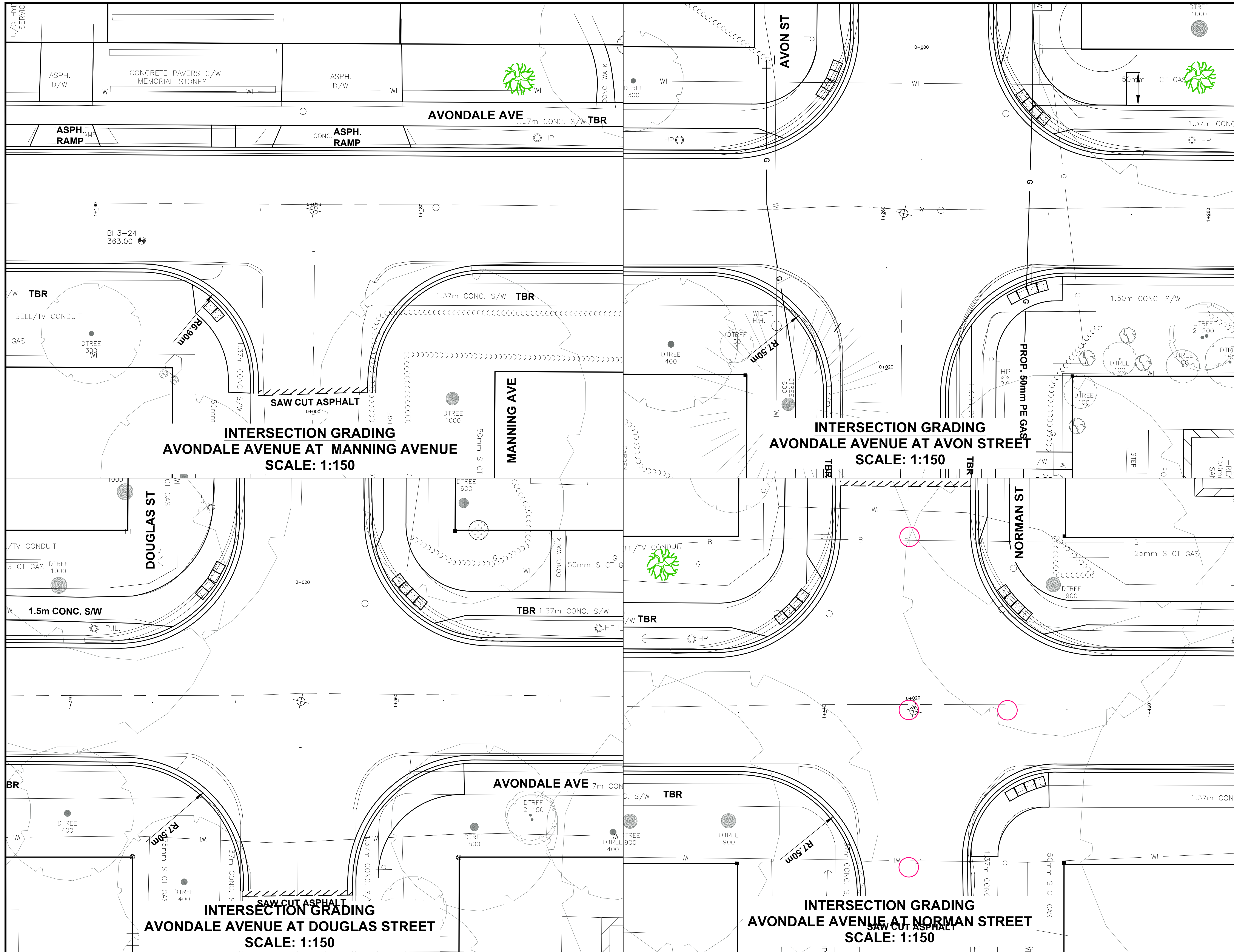
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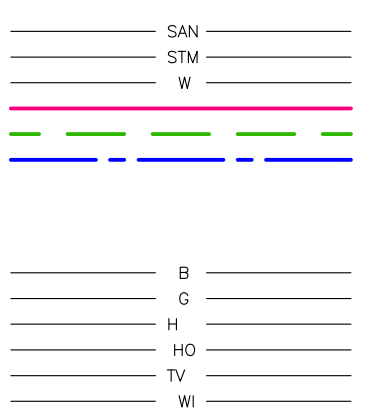
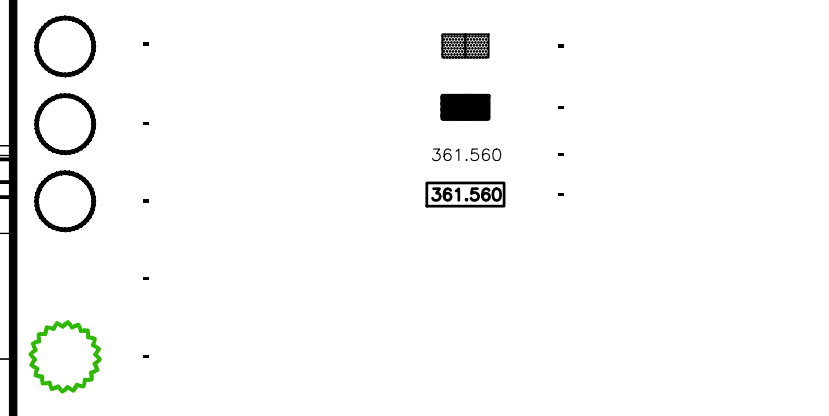



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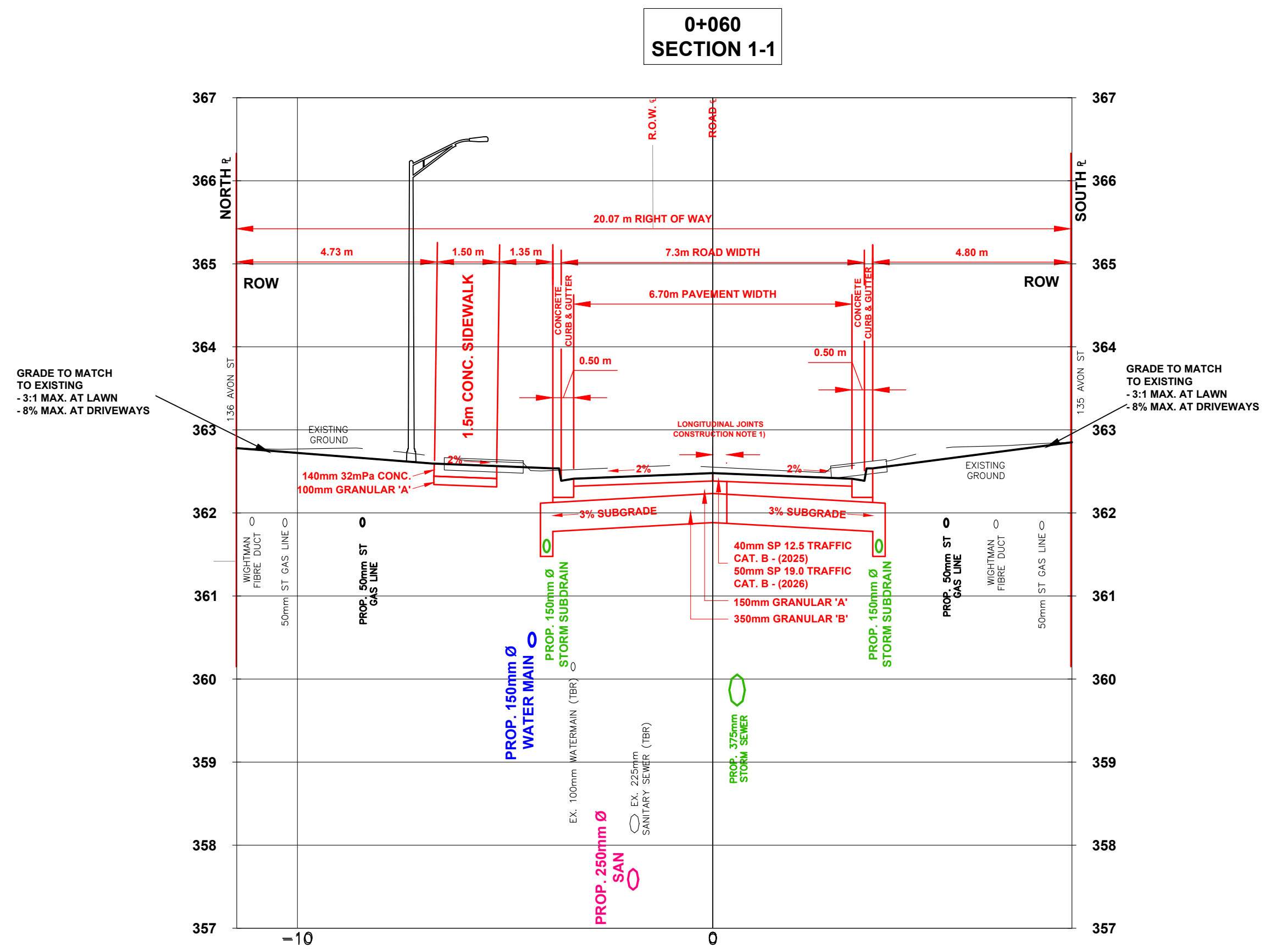
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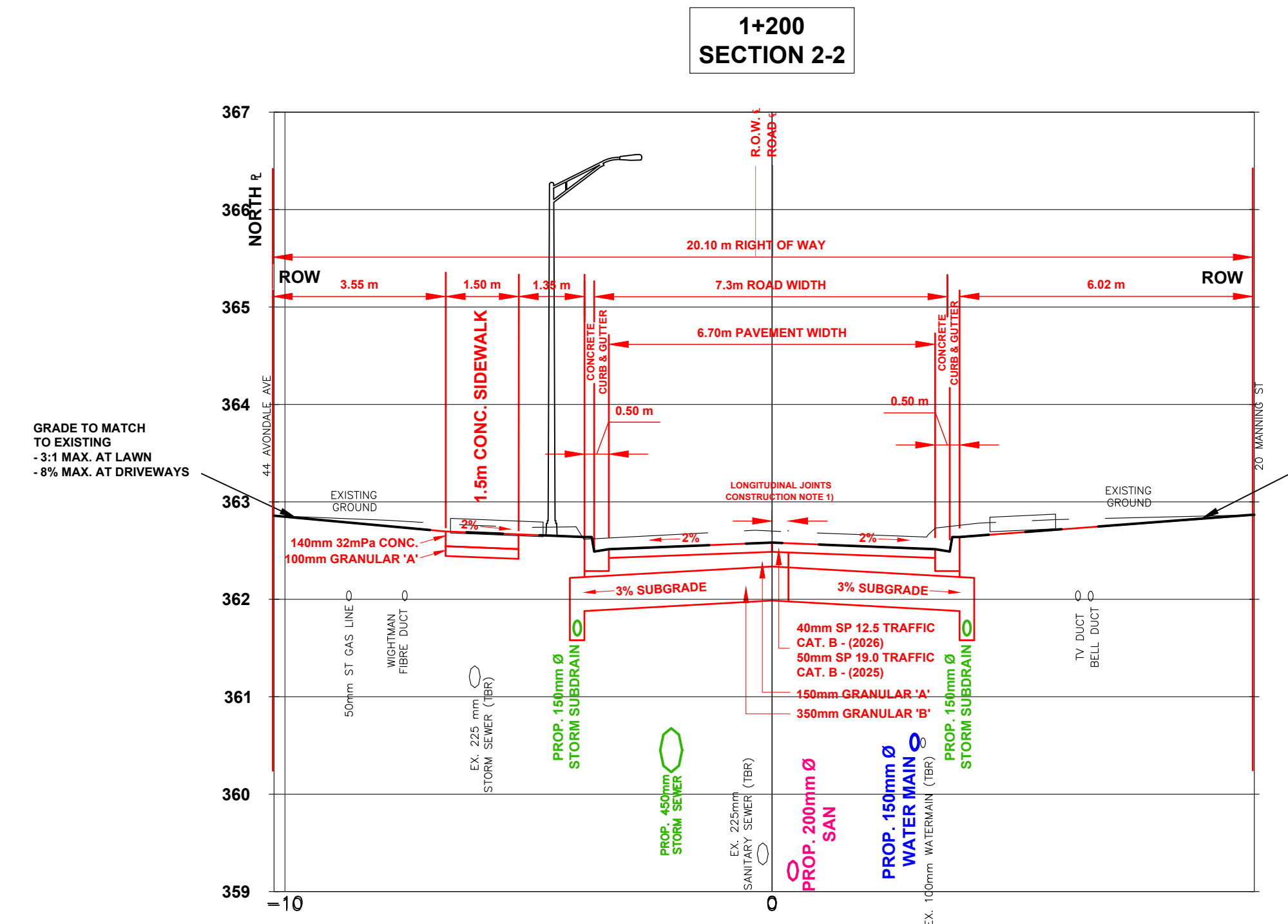
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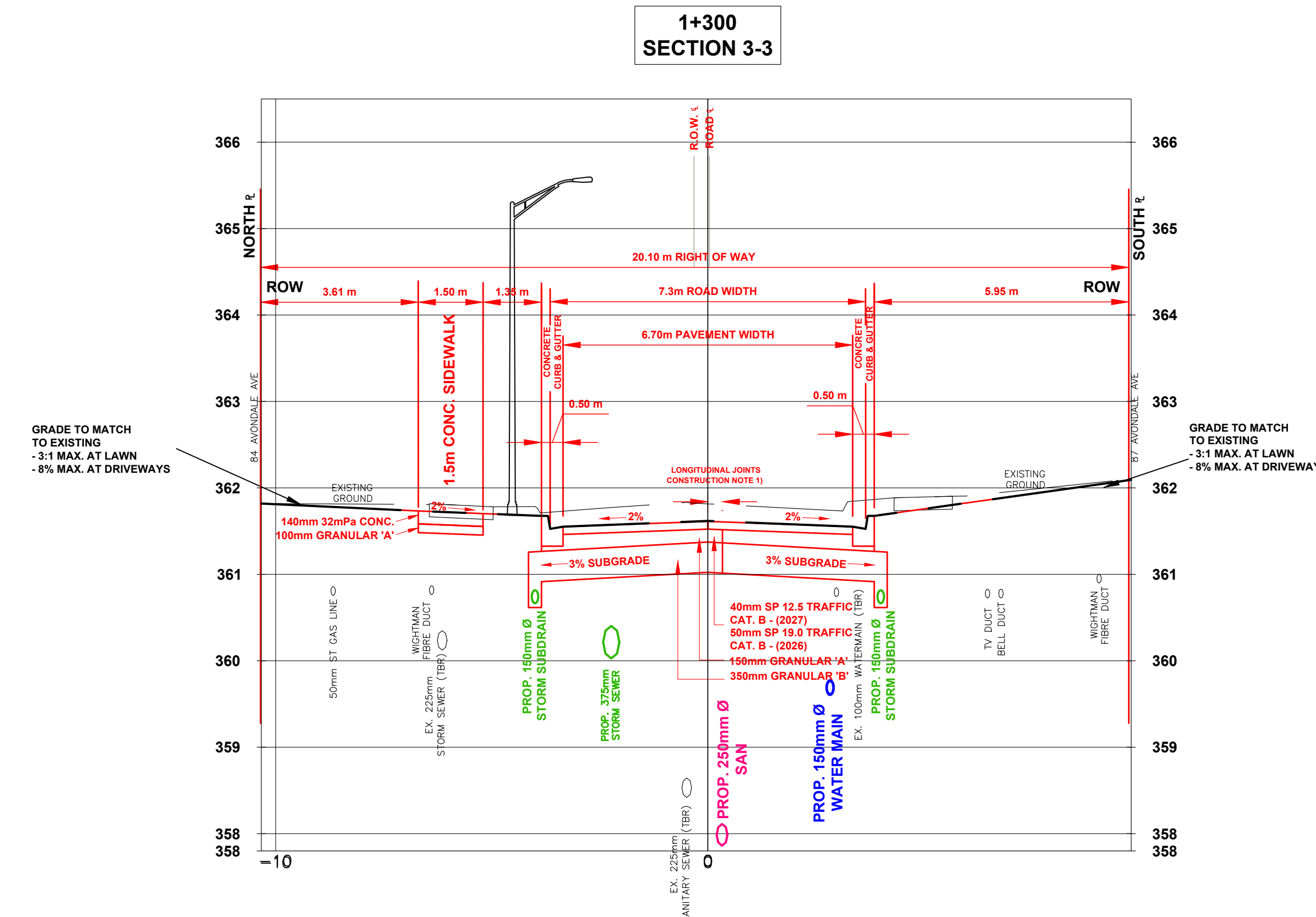




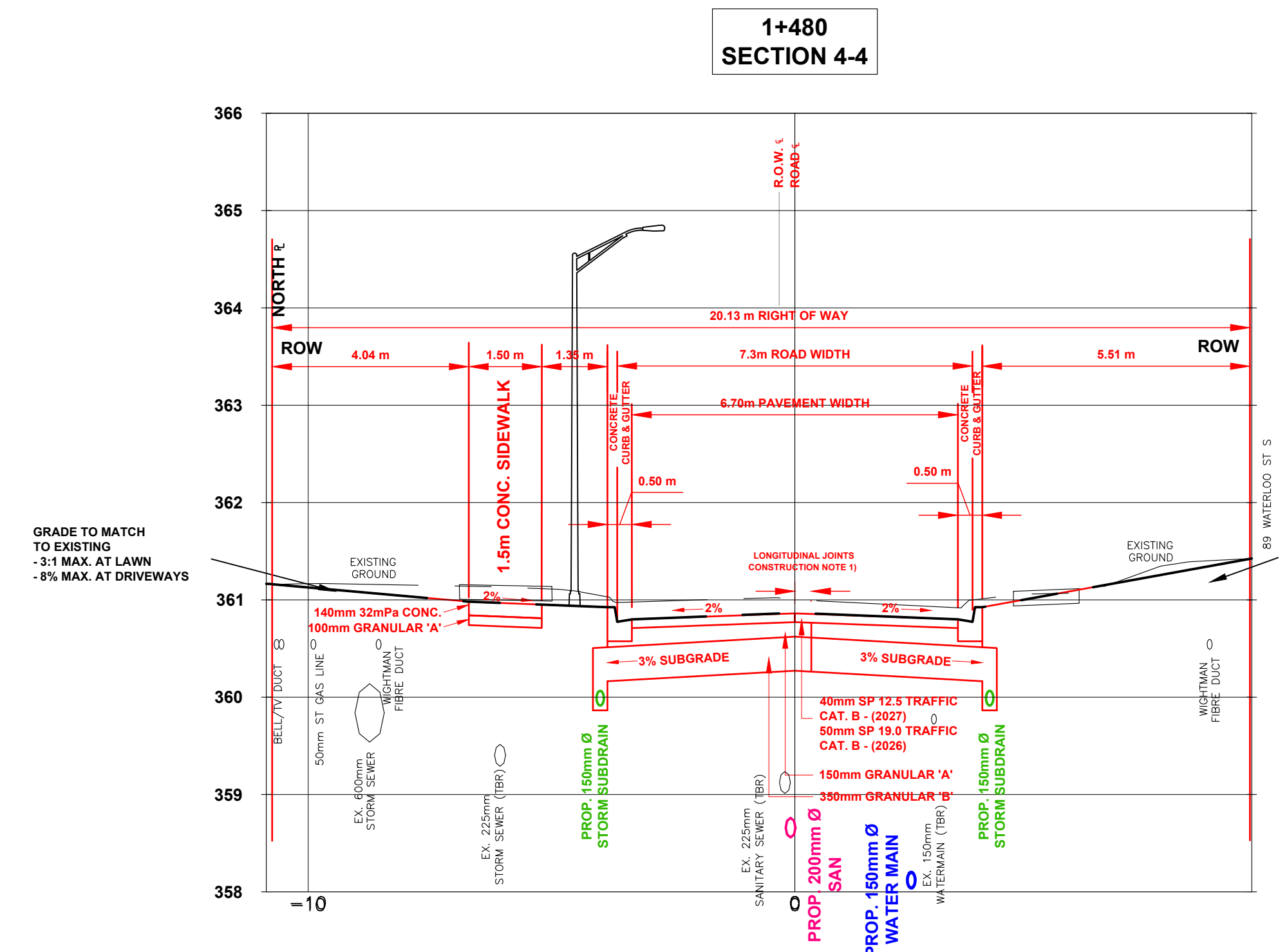
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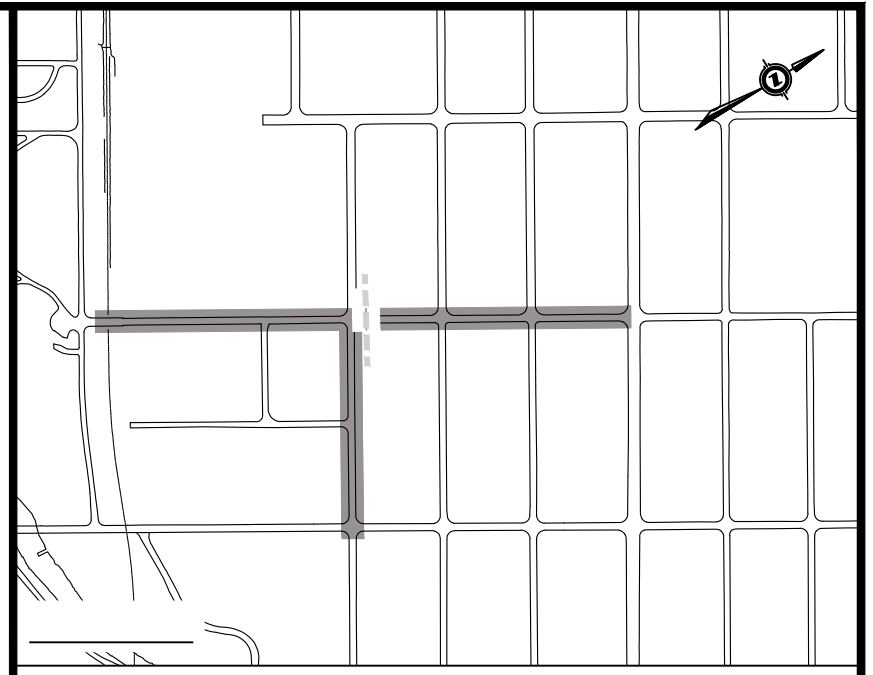
CROSS SECTION 2-2 @ 1+200



CROSS SECTION 3-3 @ 1+300



CROSS SECTION 4-4 @ 1+480

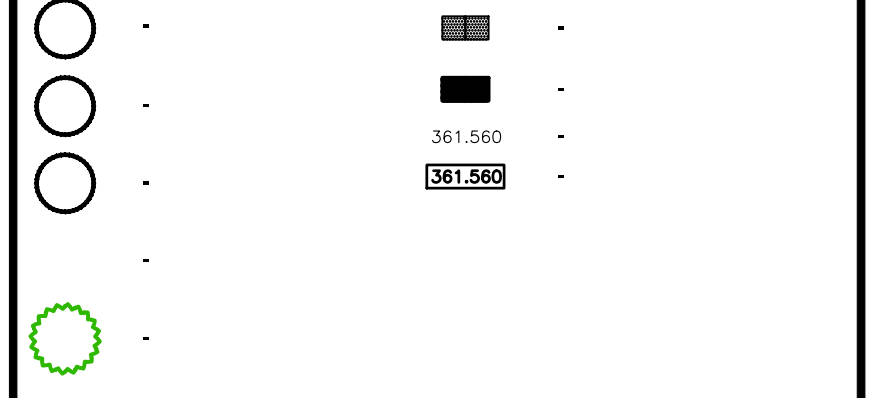


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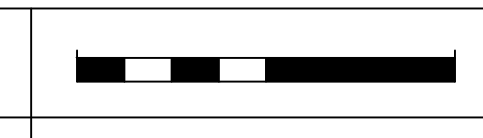
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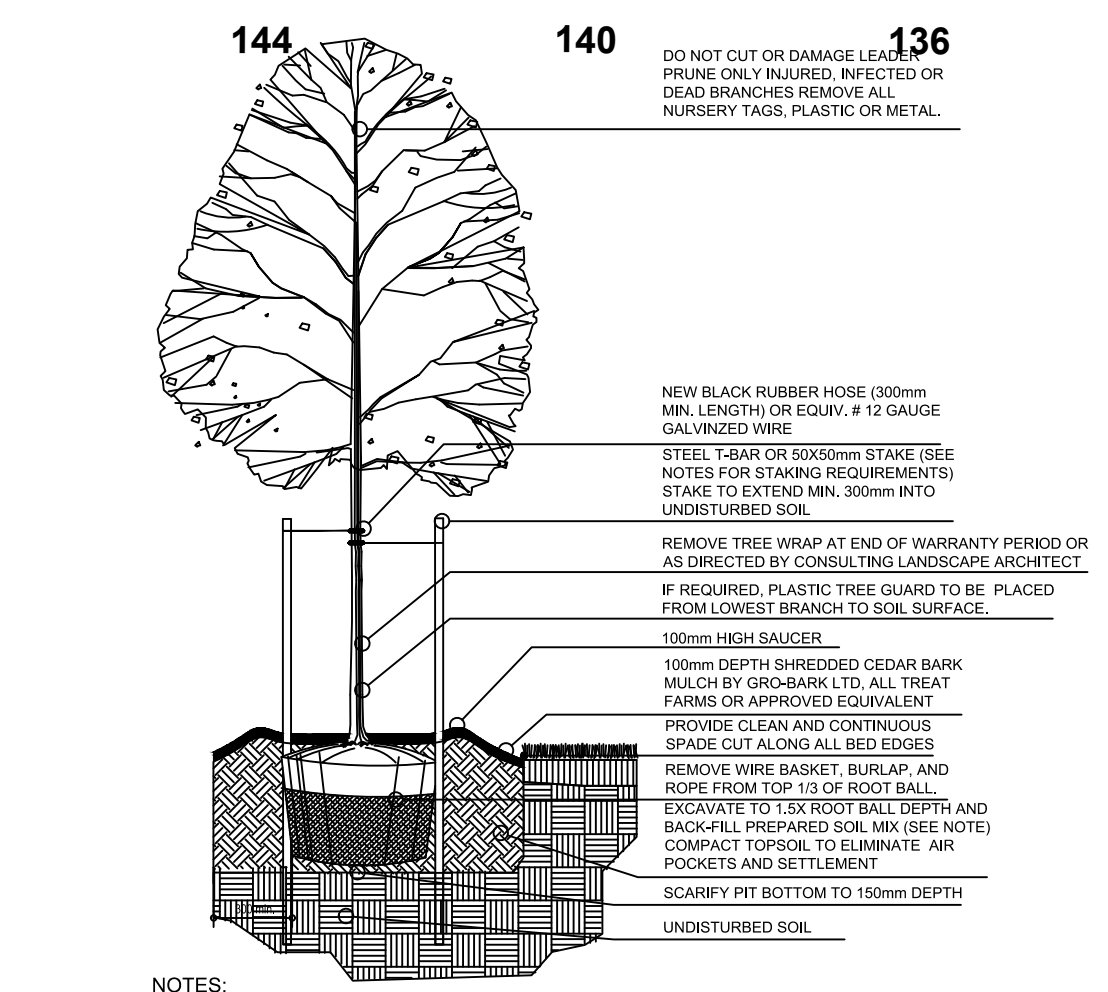
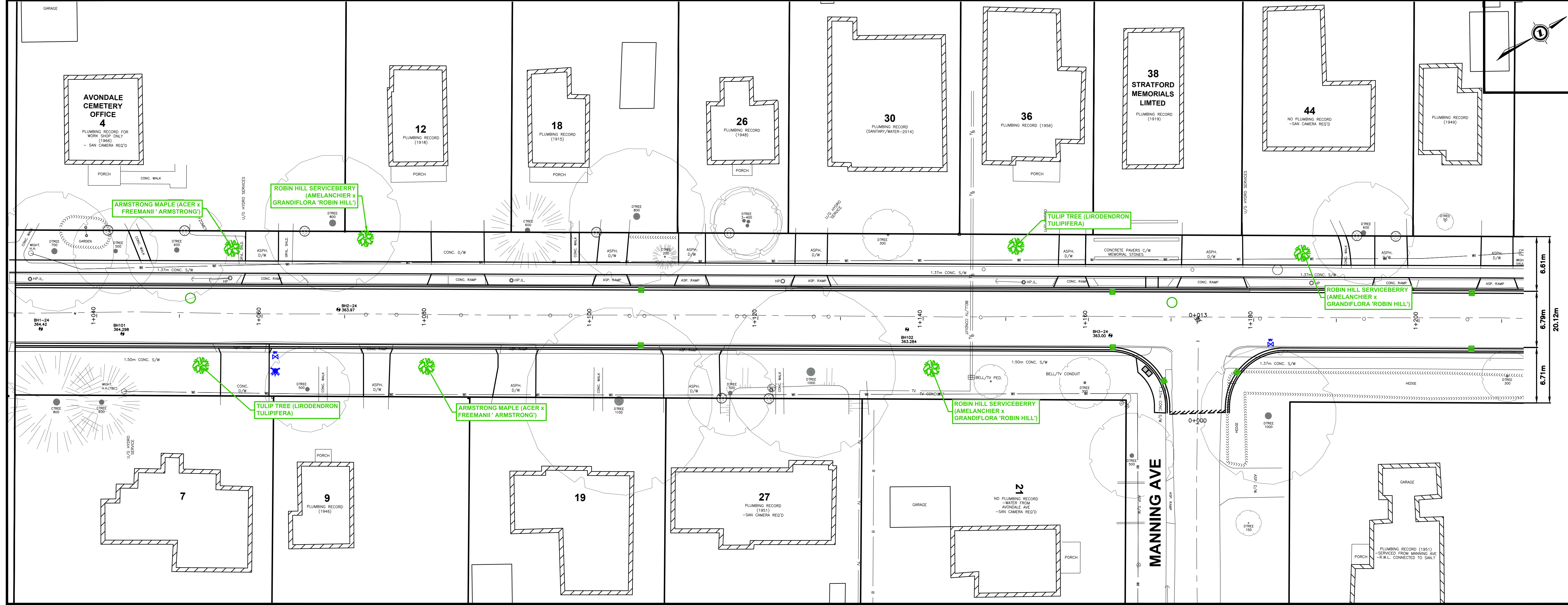
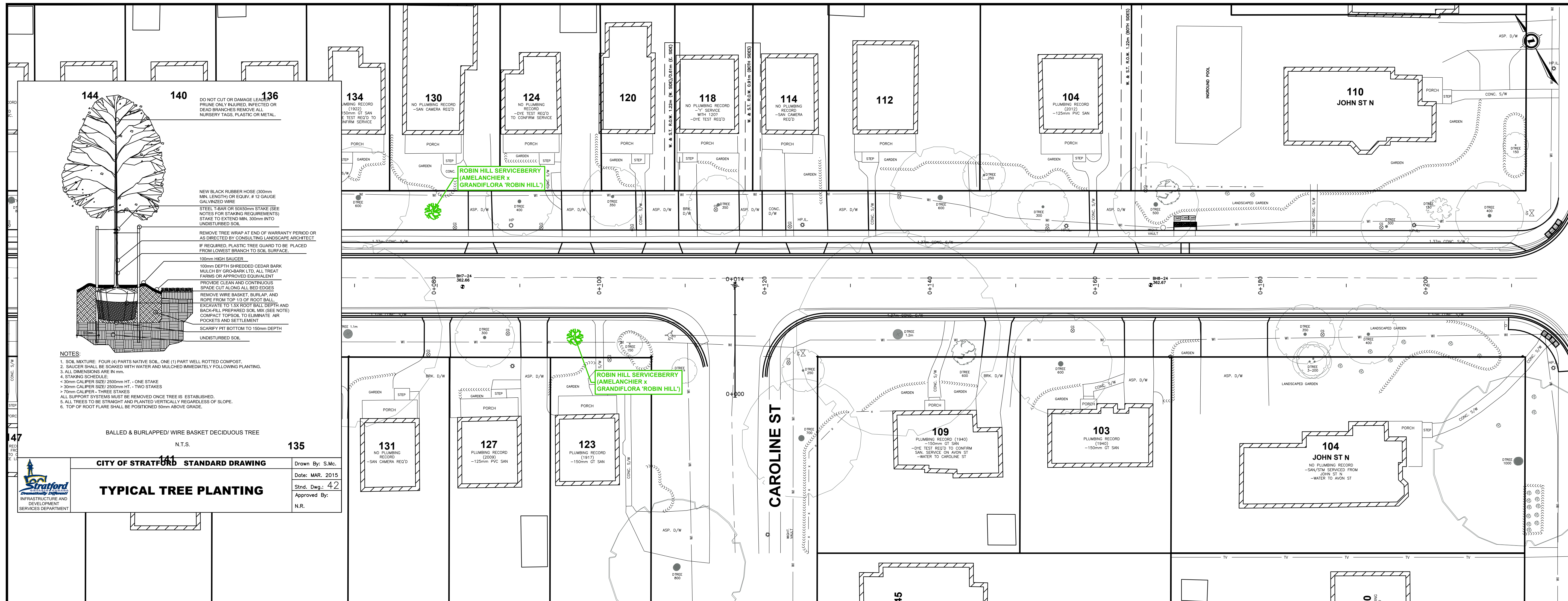
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---	SAN	---
---	STM	---
---	W	---
---	B	---
---	G	---
---	H	---
---	HO	---
---	TV	---
---	W	---



**NOTES:**

1. SOIL MIXTURE: FOUR (4) PARTS NATIVE SOIL, ONE (1) PART WELL ROTTED COMPOST.
2. SAUCER SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.
3. ALL DIMENSIONS ARE IN MM.
4. STAKING SCHEDULE:
  - 30mm CALIPER SIZE/ 2500mm HT. - ONE STAKE
  - 70mm CALIPER SIZE/ 2500mm HT. - TWO STAKES
5. ALL TREES TO BE STRAIGHT AND PLANTED VERTICALLY REGARDLESS OF SLOPE.
6. TOP OF ROOT FLARE SHALL BE POSITIONED 50mm ABOVE GRADE.

**TYPICAL TREE PLANTING**

Drawn By: S.Mc.  
Date: MAR. 2015  
Std. Dwg.: 4.2  
Approved By: N.R.

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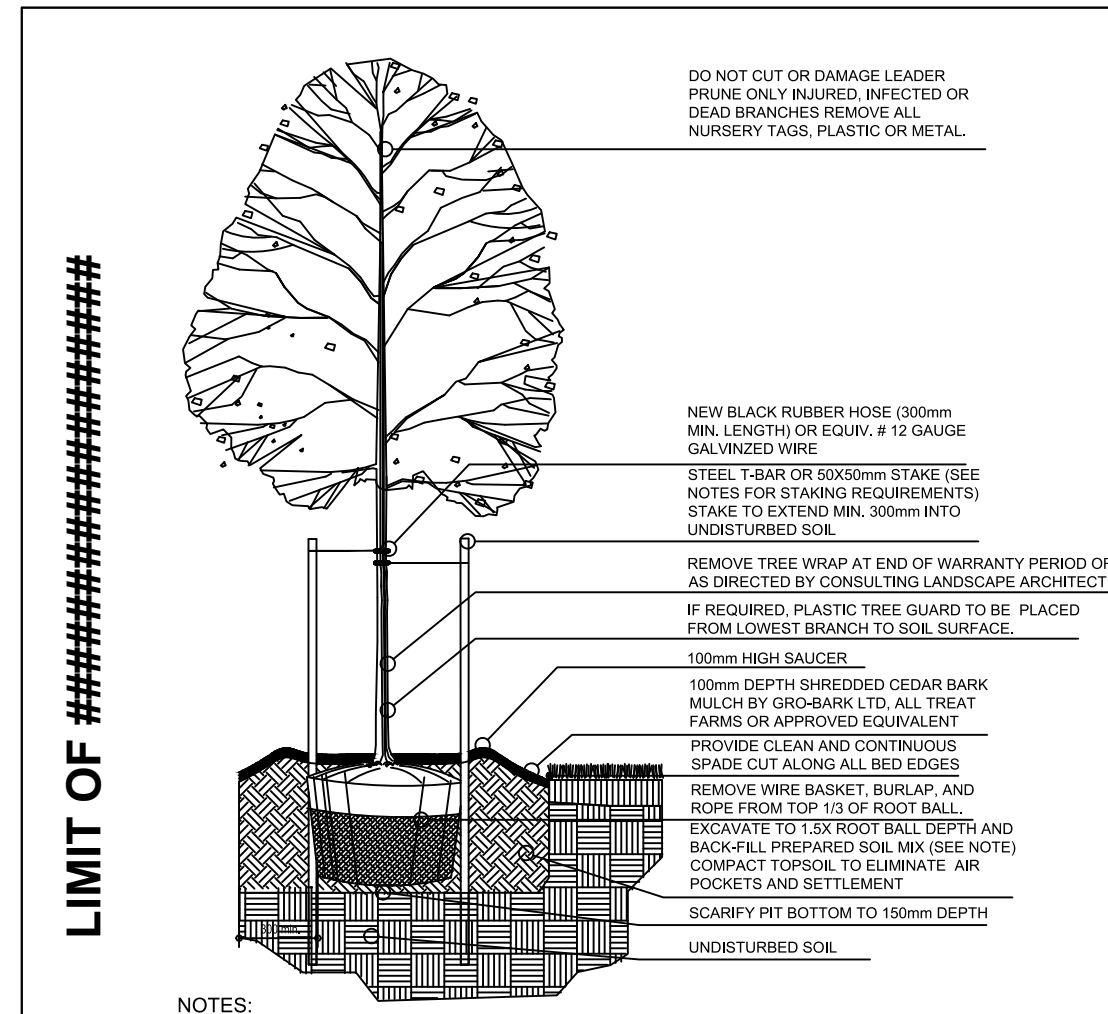
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	SAN
	STM
	W

	B
	HO
	TV
	W

361.560  
361.560

Stratford  
ONTARIO CANADA  
Dramatically Different!



**LIMIT OF #####**

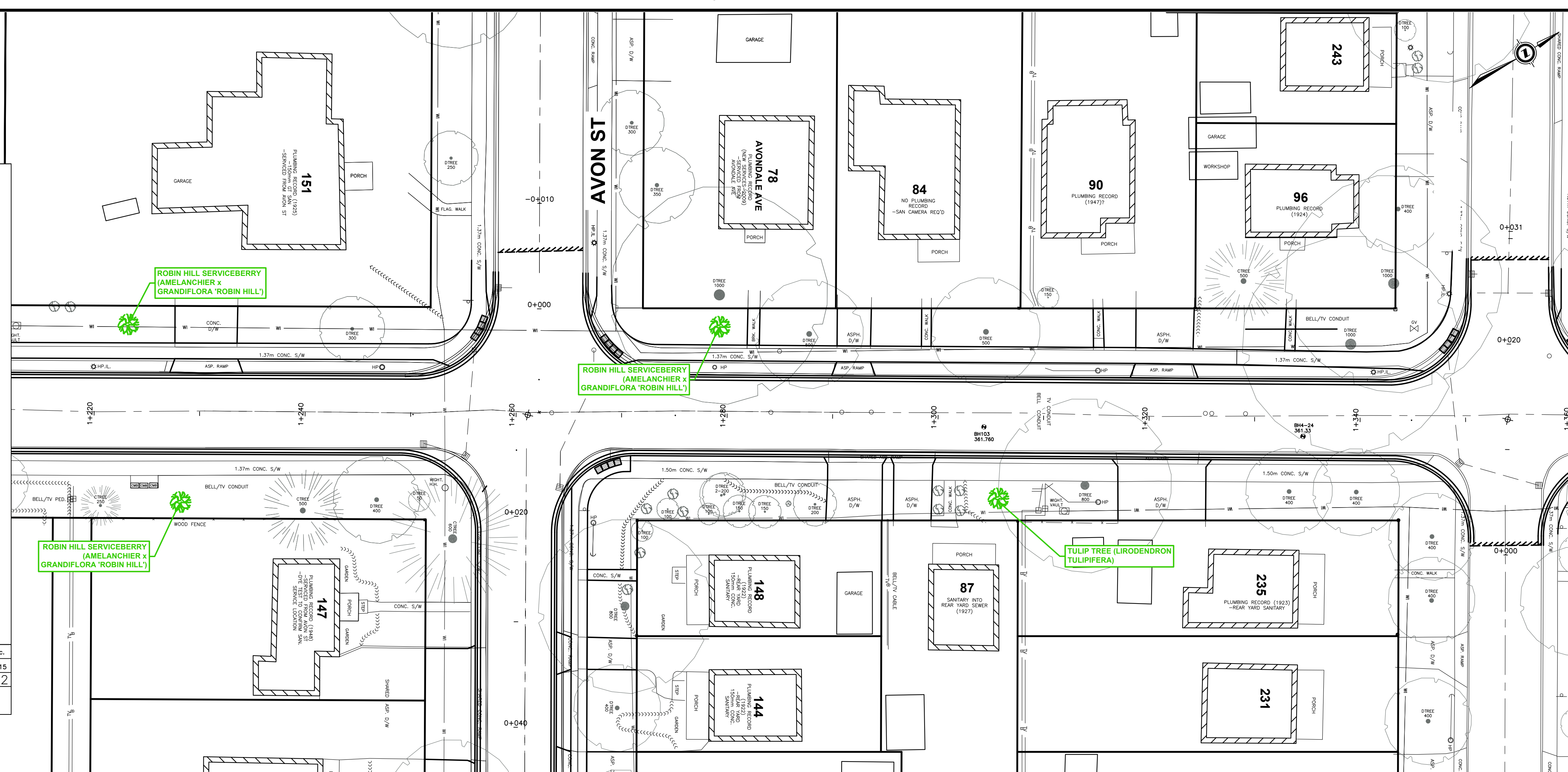
**NOTES:**

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- SAUCERS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.
- ALL DIMENSIONS ARE IN MM.
- STAKING SCHEDULE:
  - < 30mm CALIBER SIZE 2500mm HT. - ONE STAKE
  - > 30mm CALIBER SIZE 2500mm HT. - TWO STAKES
  - > 70mm CALIBER - THREE STAKES
- ALL SUPPORT SYSTEMS MUST BE REMOVED ONCE TREE IS ESTABLISHED.
- ALL TREES TO BE STRAIGHT AND PLANTED VERTICALLY REGARDLESS OF SLOPE.
- TOP OF ROOT FLARE SHALL BE POSITIONED 50mm ABOVE GRADE.

BALLED & BURLAPPED WIRE BASKET DECIDUOUS TREE  
N.T.S.

**CITY OF STRATFORD STANDARD DRAWING**  
 Drawn By: S.Mc.  
 Date: MAR. 2015  
 Strd. Dwg.: 42  
 Approved By: N.R.

**TYPICAL TREE PLANTING**  
 INFRASTRUCTURE AND DEVELOPMENT SERVICES DEPARTMENT

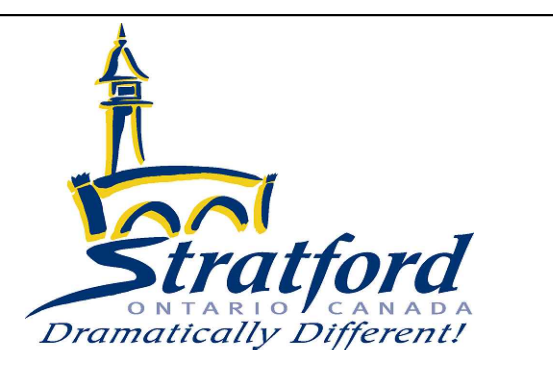
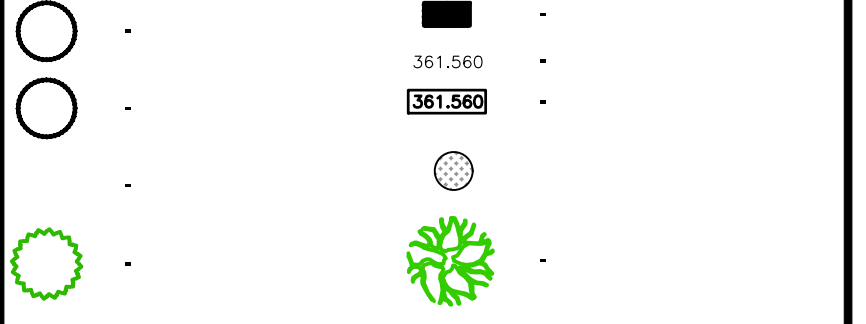


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## Infrastructure, Transportation and Safety Sub-Committee

### IS Update Regarding Capital Projects and General Operations

February 2025

The following Infrastructure Services update on capital projects and general operations is an extension of the proposed key deliverables identified in the Engineering, Environmental, Public Works and Climate Divisions' respective annual workplans.

#### **Studies**

- Storm Model and Master Plan Update
  - Subject to budget approval, 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, work nearing completion.
  - New sanitary model to be used to update existing Sanitary Master Plan and incorporate all lands annexed since 2004.

#### **Capital Projects - Ongoing**

- Albert Street Reconstruction 2023 Phase 1 – Waterloo to Front Street
  - Full reconstruction complete, with topcoat remaining for 2025.
- Concrete and Asphalt Restoration
  - Continuation of multi-year tender to replace damaged concrete sidewalk, curbs and asphalt road cuts, including restoration works. Currently in winter shut-down.
- Albert Street Reconstruction Phase 2 – Front to King Street
  - Full reconstruction with new watermains, sanitary and storm sewers.
  - Design includes continuation of 'bicycle boulevard' and traffic calming.
  - Tender closing on March 4, with award scheduled for the end of March.
- Asphalt Resurfacing 2024
  - Connecting Link project - funding granted for Erie Street from south of Ontario Street to West Gore Street. Tender awarded to Steve Smith Construction Corporation. Construction substantially complete with some sidewalk and restoration to be completed early spring.
- Erie Street Active Transportation
  - Design being finalized for road diet and protected bike lanes, working with MTO for approvals, Council report for information on next steps to follow.
- Pedestrian Crossing Improvements 2024
  - Pedestrian crossings at Waterloo Street / William Street, McCarthy Road West / Greenwood Drive.
  - Tender awarded to J-AAR Civil Infrastructures Limited, crossings to be operational in the spring 2025.
- Downtown Intersection Improvements
  - Various intersection improvements to enhance pedestrian safety in accordance with the Downtown Traffic Study.



- Designs being finalized: Church/Ontario/Huron; Waterloo/Ontario. This will include an evaluation of a potential pedestrian crossing near Huron Street Bridge.
- Tender anticipated in the spring.
- Erie Street Parking Lot Repairs
  - Maintenance repairs for parking lot surface and drainage.
  - Tender awarded to Steve Smith Construction for spring construction.
  - Redevelopment consideration see 'Special Projects' section below.

### **Capital Projects – 2025**

- Avon and Avondale Reconstruction
  - Avon Street from Avondale to John, Avondale Street from the Cemetery bridge to Huron Street.
  - Full reconstruction with new watermains, sanitary and storm sewers.
  - Report to Sub-committee February 26, with tender scheduled for March.
- Huron Street Reconstruction Phase 2 – John to Matilda
  - Subject to Connecting Link funding.
  - Full reconstruction with new watermains, sanitary and storm sewers.
  - Design being finalized.
- Erie Street Multi-Use Trail Rehabilitation– Lorne Avenue to the south
  - Full reconstruction of trail to replace existing trail that has deteriorated.
  - Proposed tender in spring/summer 2025.
- Lorne and Downie Intersection
  - Intersection improvement to include left turn lanes on Lorne Avenue, in both directions.
  - Design ongoing, with tender planned for the spring.
- Asphalt Resurfacing 2025
  - Resurfacing for various streets – Regent Street, Britannia Street, Willow Street, provisional additional segments subject to budget approval and tender pricing.
  - Proposed tender scheduled for late spring.
- O'Loane Avenue Trunk Sanitary Sewer Extension
  - Consulting services awarded to MTE Consultants in 2024 for the design and tender of the trunk sanitary sewer from its current terminus south of Huron Street, to approximately Galt Street, by micro-tunnelling.
  - Open house scheduled for early spring, with tendering shortly after

### **Divisional Updates**

#### **Engineering Division Works**

- Automated Speed Enforcement (ASE) report has been received by Council, staff are working on the terms of an agreement with a service provider for the pilot program.
- Red Light Enforcement will be considered upon effective delivery of ASE.

- 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.
- Inspection services for subdivision construction are ongoing.
- Municipal consents are ongoing, for the review and approval of utility infrastructure installation within the City's right-of-way.
- Supporting Corporate special projects, Grand Trunk Community Hub servicing, attainable housing, new industrial subdivision development.
- Advisory Staff committee representations provided for Accessibility, Active Transportation, and Energy and Environment.
- Compiling data for asset management initiatives.
- Survey and design ongoing for 2025 and future projects.

#### Environmental Services Operations Update: Water

- Watermain breaks repairs continuing throughout the city. Total watermain breaks so far in 2025 is 16.
- A Request for Quotation is currently being finalized for a large purchase of Water Meters as part of the Water Meter Replacement Program throughout the City.
- A Request for Proposal has been finalized for work to be completed on both Water Towers to Update Ladder and safety equipment within.

#### Environmental Services Operations Update: Wastewater

- Confined Space Assessments were completed by Operations Staff at all Wastewater Collection Pumping Stations

#### Environmental Services Operations Update: Stormwater

- Environmental Services staff were notified that a local Industry partner had a spill of Carbon Black on January 30<sup>th</sup>, 2025. Contaminated slush and snow from tracking of carbon black powder was dispersed throughout the vicinity by traffic. City forces removed black snow and slush from boulevards and sidewalks with loader and dump truck. Snow was remove from their parking lots. A City Vac Truck was used to remove snow/slush near catch basin. All documentation was submitted to ministry Spills Action Centre and invoices were staff resources were issued.

#### Environmental Services Operations Update: Water Pollution Control Plant

- A spill from the secondary digester occurred on February 17<sup>th</sup>, 2025, requiring hydrovac trucks to be called in to remediate the area. Spills Action Centre was notified. All sludge from the spill was contained on site and has been removed.

### Public Works Operations Update: General and Road Maintenance

- Winter 2024/2025 has been busy - <10days spent on non-winter related activities daily since Dec 6<sup>th</sup>
- Snowbank response to Portal submissions ...

“Thank you for using the portal to report the issue. We are currently experiencing continuous snowfall, and unfortunately, there has been no reprieve. Our team is working hard to stay on top of street clearing, but once we have caught up with the primary streets, we will shift focus to core and arterial roads for removal. We are evaluating side streets daily and understand that sightlines are a concern. Rest assured; we will address them as soon as it becomes practical to do so. The concerns are city wide and are not limited to specific areas.

Thank you for your patience and understanding.”

- We have started clearing corners for sightline concerns of all Priority One streets with a loader this morning as we are caught up with our Servicing commitments.
- Winter control tailgates everyday with reviews of mapping and Service.
- City Winter Contractors have been used several times for downtown snow removal and other areas to support service.
- Illness has been a continuous challenge in Operations, but the remaining staff have stepped up to ensure services are maintained.
- Legislated maximum CVOR operator Hours of Service has been a concern over the past 2 weeks as 11 staff have exceeded or are nearing their limit.
- Winter maintenance budget expected to be exceed in 2025.

### Public Works Operations Update: Fleet

- 2024 2 new Hybrid Buses have arrived and being setup for use, training was postponed due to weather until March 11-13th, but all other preparations are being done in advance
- Winter fleet repairs are steady due to all the snow and up and down weather
- Transit New bus wash construction is underway March 10th
- Airport Fuel tanks are still being worked on faulty parts are holding it up for completion
- Monitoring ministry regulated Commercial Vehicle Operator's Registration (CVOR) program to ensure good compliance
- Budget passed, preparing for Tenders

### Public Works Operations Update: Waste Management

- Concrete crushing at landfill RFQ (notification to council February 24), work anticipated for early spring

- Bin service at landfill, some extensions and some RFQ (notification to council February 24), new and renewed contracts expected for May 1 2025
- February has been an active month for community engagement, with 3 school presentations and 2 other public speaking engagements focused on city waste and diversion programs
- Transition to the new blue box program continues

### Climate Action Division

- Ongoing tracking and monitoring of City's emissions through Corporate Energy and Emissions Plan (CEEP) with a focus on fleet transition and building improvements. An annual report is being presented to ITS Subcommittee November 27, 2024, and further to Council for information and reference.
- Based on Council direction, Staff will be applying to the FCM GMF Climate-Ready Plans and Processes to help advance adaptation related efforts.
- Staff are working on identifying priority initiatives from the Community Climate Action Plan (CCAP) to commence within existing capacity and resources.
- Staff partaking in outreach and awareness initiatives around the CCAP including with the "Climate Conversations" series, with local organizations.
- A climate lens is being applied across municipal operations including but not limited to: OP review, planning applications, budget, procurement, etc.

### Special Projects – Erie Street Parking Lot Redevelopment

#### Tentative Internal Workplan:

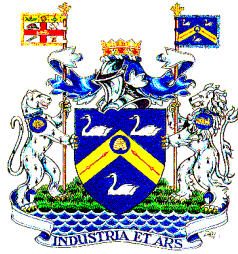
1. Resurface Erie Street Parking Lot (Spring 2025)
2. Public Engagement (Spring/Summer 2025)
  - a. Survey's / Open House / Pop Up
3. Reflecting and Addressing Easements (2025-2027)
4. Environmental Assessment Review
  - a. Existing Study Review (Spring 2025)
  - b. Additional Studies to Residential Standard (TBD)
5. Downtown Parking Study (2026-2027)
6. Municipal Services Feasibility Study (Fall 2025)
7. Comprehensive Review and Report (2027)
8. Expression of Interest or Request for Proposal (TBD)

#### Project Updates:

- Resurfacing Tender Awarded (January 13, 2025)
- Review Existing Environmental Phase 1 and 2
  - Completed. Results are promising in that minimal soil impacts appear to be present, however, historical standards no longer apply requiring that a Phase 1 and 2 be redone. Additional boreholes and sampling may be required if the intent is to change the site to a more sensitive use (e.g.

residential). Changing the site to a more sensitive use would require a Record of Site Condition.

- Next Step. Continue with further Environmental Investigations as required.
- Engaged Consultant for Phase 1 Environmental Assessment
  - Completion Anticipated April 2025.



## Energy & Environment Advisory Committee

### MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on January 2, 2025 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W, Stratford ON

**Committee Members Present:** Mike Sullivan – Chair Presiding, Felicity Sutcliffe, Councillor Jo-Dee Burbach, Anita Jacobsen, Zach Kritzer, Anna Stratton, Julia Schneider, Linda Wakenhut, Vanni Azzano, Craig Merkley

**Staff Present:** Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

**Regrets:** Councillor Larry McCabe, Ken Clarke, Geoff Krauter, Sadaf Ghalib – Manager of Climate Change Programs, Emily Skelding – Supervisor of Waste Operations

#### 1. Call to Order

Mike Sullivan, Chair called the meeting to order at 4:00 p.m.

Reading of the Land Acknowledgment and a moment of silent reflection.

Reading of the Respectful Workplace Policy.

#### 2. Declaration of Pecuniary Interest

None declared.

#### 3. Adoption of the Previous Minutes

**Motion by** Anita Jacobsen

**Seconded by** Zach Kritzer

**THAT the minutes from the Energy & Environment Advisory Committee meeting dated December 5, 2024 be adopted as printed. Carried**

#### **4. Working Group Updates:**

##### **Ecological:**

Craig Merkley presented a slide show outlining the projects that the Ecological Working Group accomplished in 2024. Over the course of the seasons, community engagement, building a volunteer base and accomplishing goals were important.

Highlights of the presentation included:

- Invasive species management plan written, approved by the City and currently working on an implementation plan with Quin Malott, Parks & Forestry Manager;
- Eradicating invasive species and encouraging, preserving and re-establishing native species of plants. Members created a pamphlet outlining the dos and don'ts of living alongside a nature area, such as T.J. Dolan;
- T.J. Dolan invasive species pulls - periwinkle, Himalayan balsam, European buckthorn and Norway maple seedlings. A large Norway maple will be taken down by Community Services this winter;
- Native grass plantings near T.J. Dolan and river shoreline cribs including big blue stem, little blue stem, Indian grass;
- Turtle crossing signs have been installed on John Street near T.J. Dolan. Additional signs have been ordered for the bridge on Romeo Street, which have been received and ready to be installed;
- Students at SDSS have been constructing boardwalks that will be installed in wet areas of T.J. Dolan to encourage people to stay on the trail and hopefully deter side trails. They will be installed in the spring;
- Funding for community engagement for the iNaturalist App to work with the Invasive Species Plan to identify invasive species and report where they are. There have been a couple of events held with students as well as a public meeting with a presentation from UTRCA;
- Communication is a large part of what the working group does – invite media to events, post on social media, radio interviews and local papers;

E&E members discussed having a booth at the Home & Leisure Show (April 12-13) as well as continuing to participate in Earth Day events. Vicky Trotter will inquire about

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the cost to have a booth/table at the Home & Leisure Show and report back at the next meeting. If the committee decides to participate in upcoming shows/events, they will review the current inventory of resources and work on updating it and adding new information.

Members suggested highlighting residents who have done a great job of their yards as inspiration to other people. Ms. Trotter noted that the committee will need to ensure that they are promoting the correct by-law requirements, including setbacks and required encroachment agreements. For example, planting in the grass area between the road and the sidewalk is not permitted. Ms. Trotter will forward a copy of the current setback by-law and encroachment policy for members to review.

## **5. Manager of Climate Change Programs Update – Written Update Provided:**

1. Climate Ready Plans and Processes- As directed by Council at the Regular meeting November 25, 2024, Staff have submitted an application for the climate ready plans and processes funding opportunity. The intent will be to apply these funds to advance adaptation related efforts.

2. An update from the Communities in Bloom National/International Symposium and Awards Ceremony in Charlottetown, PEI.

The City of Stratford received a rating of '5 Blooms' - Gold as well as a special mention for our climate action initiatives including the integration of One Planet Living Principles.

*"The beautiful City of Stratford has been working intentionally to reduce greenhouse gases and working to mitigate and adapt to climate change. They have pledged to be net-zero by 2050 and have developed a quantitative climate action plan which clearly outlines work to be done, measurable actions to take, and continual monitoring the results of these initiatives to ensure they are working as planned."*

3. Annual Corporate Greenhouse Gas Emissions 2023 – Report presented to the ITS Subcommittee November 27, 2024. It will now proceed to ITS Committee and Regular Council for information. The report is available for review on the City's [website](#).

## **6. Supervisor of Waste Operations Update**

No new updates at this time.



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## **7. Active Transportation Advisory Committee (ATAC) Update**

No new updates at this time as ATAC does not meet in December.

## **8. E&E Committee Motions Update**

Vicky Trotter stated that there are no new updates to report since the previous meeting. There was a previous inquiry regarding transit information and that will be provided to the committee at the February meeting.

Mike Sullivan inquired if he could review the Management Report regarding the take-out container levy prior to it being submitted to Sub-committee. Vicky Trotter explained that the report goes through staff and is then made public. The report consists of the exact wording of the motion that E&E passed at their October meeting regarding a container levy, with the request that staff investigate the legislative regulations of a program such as this. It will then be Council's decision if they direct staff to dedicate time to this project. Councillor Burbach suggested that at the Sub-committee meeting she will expand on other options that the committee has discussed at subsequent meetings.

The committee is awaiting on a memo that will be provided from the Director of Building and Planning regarding the use of fossil fuels in new developments. Mike Sullivan has forwarded information from CELA and a green development standard system being used by other municipalities to the Director of Building and Planning. Mr. Sullivan does have a contact that has offered to do a presentation to E&E or to Council. Mr. Sullivan will forward all this information to E&E members.

The E&E Committee has previously requested the City of Stratford adopt green development standards. Councillor Burbach noted that green development standards are included as part of the Official Plan Update.

Linda Wakenhut inquired if the City had ever considered using solar panels over parking lots to generate power. She will share an article with E&E members. Mike Sullivan noted that in France, any parking lot that holds over 40 vehicles must include solar panels.

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

### **9.1 Climate Conversations Update**

Felicity Sutcliffe urged E&E members to reach out to people and invite them to the upcoming Climate Conversations event on January 23, 2025. There is a

speaker attending to discuss alternative energy options. Ms. Sutcliffe has invited members of the Grant Trunk Committee to hear options that could be applied at that site. The hope of this presentation is to show people what is possible and get inspired.

The organizers and City staff would like to see more follow up from the conversations, such as workshops.

Ms. Sutcliffe has also requested if anyone has data on costs/cost savings from installing a heat pump for example, would they be willing to share that data with staff. Vanni Azzano noted that it is important to have a local champion that people can hear their experience and then relate it to themselves accomplishing it too. You will also always have people who are willing to convert no matter what the cost is. How will you show people who may not have the funds to do it, that it is a benefit in the long run.

Climate Conversation organizers and Climate Momentum are looking into holding an environmental fair.

## **10. New Business**

### **10.1 Discussion on How can the E&E Committee best support the implementation of the Community Climate Action Plan**

Deferred to next meeting.

### **10.2 Regular E&E Articles**

Linda Wakenhut inquired if the E&E Committee would be interested in putting a regular article in the local newspapers. Julia Schneider noted that it is usually the reporters who reports on items/events, not necessarily groups submitting articles. The reporters could be invited to events or meetings to do a story.

Ms. Wakenhut suggested writing a monthly article or column, having it approved by Council or staff and then have it submitted to the newspapers. Vicky Trotter stated that if the committee decides that they would like to pursue an option such as this, the process could be confirmed prior to starting.

Further discussion to take place at the next meeting.

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## **11. Upcoming Events**

Climate Conversations:

- Alternative Energy Options – January 23, 2025 @ 7:00 p.m.
- Waste Not, Want Not – February 27, 2025 @ 7:00 p.m.
- Natural Assets – March 27, 2025 @ 7:00 p.m.
- Walking the Talk of a Green City – April 24, 2025 @ 7:00 p.m.
- Industry & Circular Economy – May 22, 2025 @ 7:00 p.m.

## **12. Date of Next Meeting**

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, February 6, 2025, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

## **13. Adjournment**

**Motion by** Vanni Azzano

**Seconded by** Zach Kritzer

**THAT the January 2, 2025 Energy & Environment Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 4:00 P.M.

Meeting End Time: 5:55 P.M.