



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

Date: Wednesday, September 24, 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, Councillor McCabe

Staff Present: Taylor Crinklaw - Director of Infrastructure Services, Audrey Pascual - Deputy Clerk, Neil Anderson - Director of Emergency Services/Fire Chief, 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.

Land Acknowledgment

Moment of Silent Reflection

Respectful Conduct 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 Fire Chief

4.1 Authorization to Apply as a Fire Coordinator (ITS25-016)

5 - 6

Motion by

Staff Recommendation: THAT Council authorize the Director of Emergency Services/Fire Chief to apply to the Ontario Fire Marshal to be considered as a Fire Coordinator in support of the Perth County Mutual Aid Plan.

5. Report of the Manager of Engineering

5.1 Active Transportation Options for Delamere Avenue and Downie Street (ITS25-017)

7 - 11

Motion by

Staff Recommendation: THAT the report titled "Active Transportation Options for Delamere Avenue and Downie Street" (ITS25-017), be received for information.

6. Report of the Project Engineer

6.1 Phase 2 Huron Street Reconstruction Project, Open House Feedback and Project Initiation (ITS25-018)

12 - 14

Motion by

Staff Recommendation: THAT the description of the proposed design for the Huron Street Reconstruction Project be received for information;

THAT Council approve the design as presented at the Public Open House on Engage Stratford;

AND THAT Council authorize staff to proceed with construction tendering.

6.2 Amendments to Traffic and Parking By-law 159-2008 - Coventry Subdivision Phase 4 (ITS25-019)

15 - 20

Motion by

Staff Recommendation: THAT the Traffic and Parking By-law 159-2008, Schedule 9 – Yield Signs be amended:

By adding:

Street to Yield	Traffic Direction	Through Street
Butler Cove	Southbound	Robertson Drive
Robertson Drive	Eastbound	Butler Cove

And deleting:

Street to Yield	Traffic Direction	Through Street
Robertson Drive	Eastbound	Russel Drive

And THAT Traffic and Parking By-law 159-2008, Schedule 11 – Through Highways be amended by adding:

Street	Between
Bradshaw Drive	From the north side of McCarthy Road West to the northerly limit of Bradshaw Drive

And THAT Traffic and Parking By-law 159-2008, Schedule 2 - No Parking be amended by adding:

Street	Side	Between	Period
Bradshaw Drive	West	From McCarthy Road West to northern terminus	Anytime
Orr Street	South	From Bradshaw Drive to 248m east of Bradshaw Drive	Anytime

6.3 Memorial Veterans Crosswalk (ITS25-020)

21 - 24

Motion by

Staff Recommendation: THAT Council approve the installation of

Memorial Veterans Crosswalks at the Veterans Drive and York Street intersection.

7. Department Update 25 - 42

The Director/Manager to provide an update on department activities and ongoing projects. A copy of the update will be posted to the City's website on the "Engineering Division" page.

8. Advisory Committee/Outside Board Minutes 43 - 77

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

- Accessibility Advisory Committee minutes of May 6, 2025 and June 3, 2025
- Active Transportation Advisory Committee minutes of April 23, 2025 and May 28, 2025
- Energy and Environment Advisory Committee minutes of May 1, 2025 and June 5, 2025

9. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is October 29, 2025, at 4:30 p.m. in the Council Chamber, City Hall.

10. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by

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



MANAGEMENT REPORT

Date: September 24, 2025
To: Mayor and City Council
From: Neil Anderson, Director of Emergency Services/Fire Chief
Report Number: ITS25-016
Attachments: None

Title: Authorization to Apply as a Fire Coordinator

Objective: To seek City Council's authorization for the current Director of Emergency Services/Fire Chief to apply to become a Fire Coordinator for Perth County.

Background: When Ontario fire departments become signatories of Mutual Aid Agreements, a Fire Coordinator shall be assigned by the Ontario Fire Marshal as per the Fire Protection and Prevention Act, to establish and maintain a Mutual Aid Plan under which the fire departments that serve the designated area agree to assist each other in the event of an emergency. During a fire department's request to activate the existing Perth County Mutual Aid Agreement, the Fire Coordinator is responsible to organize the resources required by the requesting department and is also to notify the Provincial Emergency Operations Centre and Ontario Fire Marshal of the event, particularly if it is a significant incident or one that requires provincial resources.

The Fire Coordinator is also responsible to perform such other duties as may be assigned by the Ontario Fire Marshal.

Analysis: To become a Fire Coordinator the member must have the necessary training and experience, have a willingness to fulfill the duties, roles and responsibilities of the designation, have the technical ability to communicate with Mutual Aid Plan municipal and non-municipal participants, and Council must authorize the appointment. The current Director of Emergency Services/Fire Chief meets these requirements up to the approval of Council.

The extra workload this position would create is directly based upon the occurrences of major emergencies/fires that would require participation from the Fire Coordinator. In these situations, it would include completion and submission of forms to the Provincial Emergency Operation Centre and the Ontario Fire Marshal, to apprise them of the

situation and advise them when the emergency is completed and resources are returned to service.

This position is not intended as a permanent assignment and is often rotated through the authorized Perth County Fire Chiefs and Deputy Chiefs, as required. Equally, when the assigned Fire Coordinator leaves the geographic area, one of the other appointed Fire Coordinators are assigned to act as the Alternate Coordinator during the absence.

The current Fire Coordinator is the Manager of Fire Services/Fire Chief for Perth East.

Financial Implications:

Not applicable:

There are no financial implications to be reported.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as it is a request to apply for a position that will not impact the City's Mutual Aid Agreement.

Alignment with One Planet Principles:

Not applicable: This report does not align with the One Planet Principles as it has no direct impact on any of them, it is but a professional courtesy to assist the existing Perth County Fire Coordinators.

Staff Recommendation: THAT Council authorize the Director of Emergency Services/Fire Chief to apply to the Ontario Fire Marshal to be considered as a Fire Coordinator in support of the Perth County Mutual Aid Plan.

Prepared by:	Neil Anderson, Director of Emergency Services/Fire Chief
Recommended by:	Neil Anderson, Director of Emergency Services/Fire Chief André Morin, Chief Administrative Officer



MANAGEMENT REPORT

Date: September 24, 2025
To: Infrastructure, Transportation and Safety Sub-Committee
From: Nancy Roulston, Manager of Engineering
Report Number: ITS25-017
Attachments: OTM Book 18 Table 5.3

Title: Active Transportation Options for Delamere Avenue and Downie Street

Objective: To provide additional information regarding active transportation options for Delamere Avenue and Downie Street.

Background: The tender for the 2025 Asphalt Resurfacing program was awarded at the June 9, 2025 Council meeting. At that meeting, members of Council and staff held a discussion regarding the integration of bicycle lane painting on some of the roads being resurfaced and a need for clear pavement markings to let drivers know to share the road with cyclists. Staff were requested to look at options for improving cycling infrastructure through various methods.

Delamere Avenue is a collector street and is proposed to be part of the City's ultimate cycling network in the Transportation Master Plan. There is parking allowed on both sides of the street, except for the roadway between Mornington Street and Hillcrest Drive. There is a restriction on truck traffic, and the speed limit is 50km/hr. The road between Dawson Street and Romeo Street serves as a bus route. The paved roadway varies in width from 9.8m between Mornington Street and Haig Street, and 7.3m between Haig Street and Romeo Street.

Downie Street is an arterial street and is identified as a priority bike route with proposed protected bike lanes in the Transportation Master Plan. There is parking allowed on many sections of the street, but no parking south of Inverness Street. There are bus routes along almost the entirety of the street. The speed limit is 50km/hr, except between Whitlock Street and Simcoe Street, where it is 40km/hr. The paved roadway south of the railway tracks varies in width from 11m to 8.5m, and north of the railway tracks the roadway varies in width from 12.8m to 9.5m.

Analysis: The determination of the appropriate cycling infrastructure for a given street is based on a number of factors, including available pavement width, traffic volumes

and composition, traffic speeds, parking restrictions, sight lines, and neighbourhood characteristics.

The City utilizes the Ontario Traffic Manual (OTM) Book 18- Cycling Facilities guidelines for determining the most appropriate type of cycling infrastructure on various streets. Table 5.3 from the OTM manual, attached to this report, provides a summary of the various roadway characteristics that are evaluated when choosing cycling facility type.

Delamere Avenue has a motor vehicle volume of 2500 - 2600 vehicles per day, and an 85th percentile speed of 53km/hr. According to the OTM guidelines, appropriate facilities for this roadway include advisory bicycle lanes and bicycle lanes. Advisory bicycle lanes are most appropriate where motor vehicle volumes are less than 4000 per day, trucks are restricted, and the road is level and without sightline obstructions. Installation of advisory bicycle lanes have been shown to reduce speeds.

As the Transportation Master Plan has been approved, staff intend to proceed with installing bicycle lanes from Mornington Street to Hillcrest Drive, advisory bicycle lanes from Hillcrest Drive to Martin Street, and a gradual transition from the advisory bicycle lanes to shared lanes (with sharrows) to the intersection with Romeo Street. This infrastructure can be installed without the need for any road widening or reconstruction. This will require that City Traffic and Parking By-law 159-2008 be amended to include no parking on both sides of the street, from Hillcrest Drive to Romeo Street. Once the bicycle lanes have been installed, traffic counts will be conducted to monitor speeds and volumes with the new facilities in place, to determine if any traffic calming measures are required. In conjunction with appropriate signage, and a public education component, this work is intended for the spring of 2026. A subsequent report to council will be required to amend the Traffic and Parking by-law.

Downie Street, with a daily average vehicle volume between 3800-5600, and considerable bus and truck volume, will require protected bicycle lanes, as outlined in the Transportation Master Plan. Current traffic counts have shown that the 85th percentile speed is up to 65km/hr in some sections. Traffic calming is warranted. The design of the Downie Street protected bike lanes will include road widening for most of the street, consideration of where parking will be allowed, intersection improvements, possible new storm infrastructure, new sidewalks, and possible overhead hydro line relocation. It is anticipated that the design process would be completed in 2026-2027, with the capital project proposed for the 2027 or 2028 budget.

Staff are not recommending any interim cycling facilities for Downie Street. The street should not be designated as a bike route until the appropriate and safe infrastructure can be installed. However, traffic calming options are being evaluated, including the implementation of speed humps.

Financial Implications:

Financial impact to current year operating budget:

There is no impact to the operating budget, as no work is proposed for 2025.

Financial impact on future year operating budget:

Line painting and signage for Delamere Avenue is estimated to cost \$5,000.00, to be funded by the 2026 operating budget. There will be a minor increase to annual reflectivity assessment costs. Installation of the bicycle lanes for Downie Street will be subject to future capital budgets.

Link to asset management plan and strategy:

Future signage will be added to the asset management plan, and replacements will be planned for based on estimated useful life.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report considers further how infrastructure upgrades could improve multimodal transportation.

Alignment with One Planet Principles:

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: THAT the report titled “Active Transportation Options for Delamere Avenue and Downie Street” (ITS25-017), be received for information.

Prepared by:	Nancy Roulston, P. Eng., Manager of Engineering
Recommended by:	Taylor Crinklaw, Director of Infrastructure
	André Morin, CPA, Chief Administrative Officer

Table 5.3 – Roadway Characteristics Application Heuristics Summary

	Shared Roadway	Neighbourhood Bikeway	Rural Paved Shoulder	Advisory Bicycle Lane	Bicycle Lane	Buffered Bicycle Lane	Separated Bicycle Lane	Cycle Track	Multi Use Path
Motor vehicle speed									
30 km/h or less	✓	✓	?	?					
40 km/h	?	?	?	✓	✓	✓	✓	✓	✓
50 km/h			?	✓	✓	✓	✓	✓	✓
60 km/h			?			?	✓	✓	✓
70 to 90 km/h			?					✓	✓
Over 90 km/h								✓	✓
Motor vehicle volumes									
<1,500 vehicles/day	✓	✓	?	?	?	?			
1,500 to 3,000 vpd	?	?	?	✓	✓	✓	✓	✓	✓
3,000 to 6,000 vpd			?	?	?	?	✓	✓	✓
6,000 to 10,000 vpd			?				✓	✓	✓
>10,000 vpd							?	✓	✓
Function of street/road/highway									
Access roads (local streets)	✓	✓	✓	?	?	?			
Both mobility and access roads (minor collectors)			?	?	✓	✓	✓	✓	✓
Mobility roads (major collectors and arterials)			?		?	?	✓	✓	✓
Vehicle mix									
More than 30 trucks/buses per hour in curb lane			?			?	✓	✓	✓
Bus stops located along route			?		?	?	✓	✓	✓
Pedestrian activity									
Low pedestrian volumes	✓	✓	✓	✓	✓	✓	✓	✓	✓
High pedestrian volumes	✓	✓		✓	✓	✓	✓	✓	?

✓	Typically appropriate for the context
?	Requires further context specific evaluation

	Shared Roadway	Neighbourhood Bikeway	Rural Paved Shoulder	Advisory Bicycle Lane	Bicycle Lane	Buffered Bicycle Lane	Separated Bicycle Lane	Cycle Track	Multi Use Path
On-street parking									
Parallel parking; low turnover	?	?		?	?	?	✓	✓	✓
Parallel parking; high turnover							✓	✓	✓
Perpendicular or angle parking							✓	✓	✓
Frequency of intersections and crossings									
Limited intersections and driveway crossings	?	?	✓	✓	✓	✓	✓	✓	✓
Low-volume driveways or unsignalized intersections	✓	✓	✓	✓	✓	✓	✓	✓	✓
Frequent high-volume driveways or unsignalized intersections					?	?	✓	✓	?
Signalized intersections with high-volume turning conflicts						?	✓	✓	?
✓	Typically appropriate for the context								
?	Requires further context specific evaluation								



MANAGEMENT REPORT

Date: September 24, 2025
To: Infrastructure, Transportation and Safety Sub-committee
From: Nathan Bottema, Project Engineer
Report Number: ITS25-018
Attachments: None

Title: Phase 2 Huron Street Reconstruction Project, Open House Feedback and Project Initiation

Objective: To receive Council feedback for the Phase 2 Huron Street Reconstruction Project Open House and to Seek Approval from Council to proceed to tendering.

Background: Huron Street, from John Street to Matilda Street (Phase 2), was approved for reconstruction in the 2025 capital budget. In January 2025, the project was selected for provincial funding under the connecting link program. The project will replace underground infrastructure, renew the roadway and sidewalks.

The proposed specific improvements scheduled for this project are:

- Replace and upgrade the existing storm sewer capacity, sanitary sewer and watermain,
- Replace existing sanitary, storm and water services to the property line,
- Reconstructing the road with a total width of 11.0m, upgrading the asphalt roadway, curb and gutter, and sidewalks,
- Removal of two trees in poor health or if any additional are identified in conflict with infrastructure renewal,
- Street tree planting, and
- Upgrade the Forman Avenue signalized intersections infrastructure.

The ninety-four properties abutting the project limits are zoned Residential (R2 & R3) and Commercial (C1 – C4) under the City Zoning By-law. The project length is 1050 metres representing 0.5% of the Corporation's linear infrastructure.

If Council directs staff to proceed with the project, the tender period is planned for the fall of 2025, with construction being completed in two stages beginning in the spring of 2026 and concluding in the fall of 2027.

Analysis: On July 25, 2025, an invitation to attend the virtual open house was delivered to all properties within the project limits. The property owners and tenants were requested to visit the Engage Stratford page and review a presentation, project plans, anticipated construction schedule, and complete a Resident/Owner Questionnaire prior to August 15, 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 several channels, including 24 completed resident questionnaires and direct communication with three residents. The project page on the Engage Stratford website also recorded 108 visits, demonstrating strong public interest. The main concerns raised related to business access, parking availability during construction, current water pressure, and the steepness of existing driveways. The operational concerns are being mitigated through redesigns where feasible. Continued communication with stakeholders emphasizes available parking on adjacent streets and assures that business access remains uninterrupted throughout construction.

The 2025 approved budget contains \$2,950,000 in estimated expenses for this project plus an additional \$3,350,000 in 2026, for total project costs estimated at \$6.3 million. The Connecting Links Program provides funding up to 90% of the eligible project costs with a maximum amount of \$3,000,000.00.

To maintain the 190 km of linear infrastructure 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.

Financial Implications:

Financial impact to current year operating budget:

None anticipated.

Financial impact on future year operating budget:

The current and proposed transfers to capital reserves are deemed sufficient to support this project over its two-year timeline. Reconstruction of linear assets often 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. As such, there is nominal impact expected on future year operating budgets.

Link to asset management plan and strategy:

With an average age exceeding 65 years, these components of infrastructure are nearing their life expectancy. This project will result in a replacement of the current aged assets in the City's asset inventory. The new assets will 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.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as the Huron Street 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 the description of the proposed design for the Huron Street Reconstruction Project be received for information;

THAT Council approve the design as presented at the Public Open House on Engage Stratford;

AND THAT Council authorize staff to proceed with construction tendering.

Prepared by: Nathan Bottema, Project Engineer

Recommended by: Taylor Crinklaw, Director of Infrastructure Services
André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: September 24, 2025
To: Infrastructure, Transportation and Safety Sub-Committee
From: Nathan Bottema, Project Engineer
Report Number: ITS25-019
Attachments: Site Plan 520 525 Orr Street;
 Bradshaw Drive Parking Concept

Title: Amendments to Traffic and Parking By-law 159-2008 - Coventry Subdivision Phase 4

Objective: To amend Traffic and Parking By-law 159-2008 to designate yield signs and through streets requiring stop signs, and to consider parking restrictions on Bradshaw Drive and Orr Street north of McCarthy Road.

Background: To put in place the necessary regulatory signage for the Coventry Phase 4 Subdivision, the Traffic and Parking By-law 159-2008 requires amending.

All yield signs within the Coventry Phase 4 Subdivision have been installed, and Schedule 9 of Traffic and Parking By-law 159-2008 reflects all locations except for Butler Cove at Robertson Drive. In addition, a street name is incorrectly listed in Schedule 9 and requires correction. To establish stop control on Orr Street at Bradshaw Drive, Schedule 11 – Through Streets must also be amended.

Residents on Bradshaw Drive, north of McCarthy Road West, have expressed concerns regarding vehicles parking on both sides of the street, which makes navigation difficult, particularly during the winter months. Public Works has also requested that parking restrictions be implemented along this section of Bradshaw Drive and on Orr Street west of Bradshaw Drive, as parked vehicles have impeded winter operations in previous years. Both Bradshaw Drive and Orr Street are 8.5 metres wide, currently permit parking on both sides, and are classified as local residential streets.

During the development of the Coventry Phase 4 draft plan of subdivision, an on-street parking concept was approved, showing legal parking spaces on the east side of the street only. On Orr Street, west of Bradshaw Drive, the 520–525 Site Plan Agreement parking plan recommends restricting parking along the south side of the street.

Analysis: Throughout the previous winter vehicles were consistently parked on both sides of the street during both the daytime and the overnight period. Parked vehicles were regularly in contravention of the following clauses of City Traffic and Parking By-law 159-2008:

Section 8 (1) h), j), and t) and Section 8 (2):

No Parking In Unposted Locations

8. (1) No person shall park a vehicle in any of the following places during the specified times:
 - h) on any street in a manner which obstructs traffic at any time.
 - j) on any roadway, shoulder, or City parking lot between 2:00 a.m. and 6:00 a.m., unless otherwise designated.
 - t) in a manner that obstructs municipal snow clearing operations.
- (2) No person shall stand or park any vehicle directly opposite another vehicle which is already standing/parking on the other side of the street, where such standing or parking would prevent the free passage of the two lines of traffic; or where, unless otherwise permitted in this by-law, the roadway is less than 30 feet (9.144 meters)

Public Works encountered difficulties completing winter maintenance as required to meet the legislated minimum maintenance standards, as a standard plow did not fit between the parked cars. Overnight plowing has been constrained by challenges in providing parking enforcement during nighttime hours. Plowing was only accomplished after normal snow removal operations throughout the City were completed, and staff were available to use a small truck with a plow blade attachment.

Orr Street west of Bradshaw Drive is 8.5m wide and parking is allowed on both sides of the street. The proposed development on both sides of the street consists of townhouse units facing Orr Street in the same approximate density as Bradshaw Drive. Orr Street could not be maintained as required during the winter months due to parked cars in contravention of the City Traffic and Parking By-law, as noted above.

Staff are recommending that a no parking restriction be implemented on the west side of Bradshaw Drive north of McCarthy Road, and the south side of Orr Street, from Bradshaw Drive to 248m west of Bradshaw Drive. Implementing daytime restrictions will facilitate more effective enforcement, thereby enhancing the efficacy of overall operations.

This report serves as an important moment to acknowledge that the rising prevalence of low-profile, high-density subdivision designs will lead to municipal service and bylaw enforcement challenges not previously experienced in Stratford. These strains will

particularly impact areas such as snow removal, parking, drainage, and general neighborly disputes. In this case, adaptations in street engineering, parking enforcement, and the operational approach to snow removal will be necessary to align with this new paradigm.

Financial Implications:

Financial impact to current year operating budget:

The cost to supply and install no parking signs would come from the existing operating budget and is estimated at \$1,000.

Financial impact on future year operating budget:

Minor increase to annual reflectivity assessment costs.

Link to asset management plan and strategy:

The new signage will be added to the asset management plan, and replacements will be planned for based on estimated useful life.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as it will promote safe and regular maintenance of the roadways.

Alignment with One Planet Principles:

Health and Happiness

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

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: THAT the Traffic and Parking By-law 159-2008, Schedule 9 – Yield Signs be amended:

By adding:

Street to Yield	Traffic Direction	Through Street
Butler Cove	Southbound	Robertson Drive
Robertson Drive	Eastbound	Butler Cove

And deleting:

Street to Yield	Traffic Direction	Through Street
Robertson Drive	Eastbound	Russel Drive

And THAT Traffic and Parking By-law 159-2008, Schedule 11 – Through Highways be amended by adding:

Street	Between
Bradshaw Drive	From the north side of McCarthy Road West to the northerly limit of Bradshaw Drive

And THAT Traffic and Parking By-law 159-2008, Schedule 2 - No Parking be amended by adding:

Street	Side	Between	Period
Bradshaw Drive	West	From McCarthy Road West to northern terminus	Anytime
Orr Street	South	From Bradshaw Drive to 248m east of Bradshaw Drive	Anytime

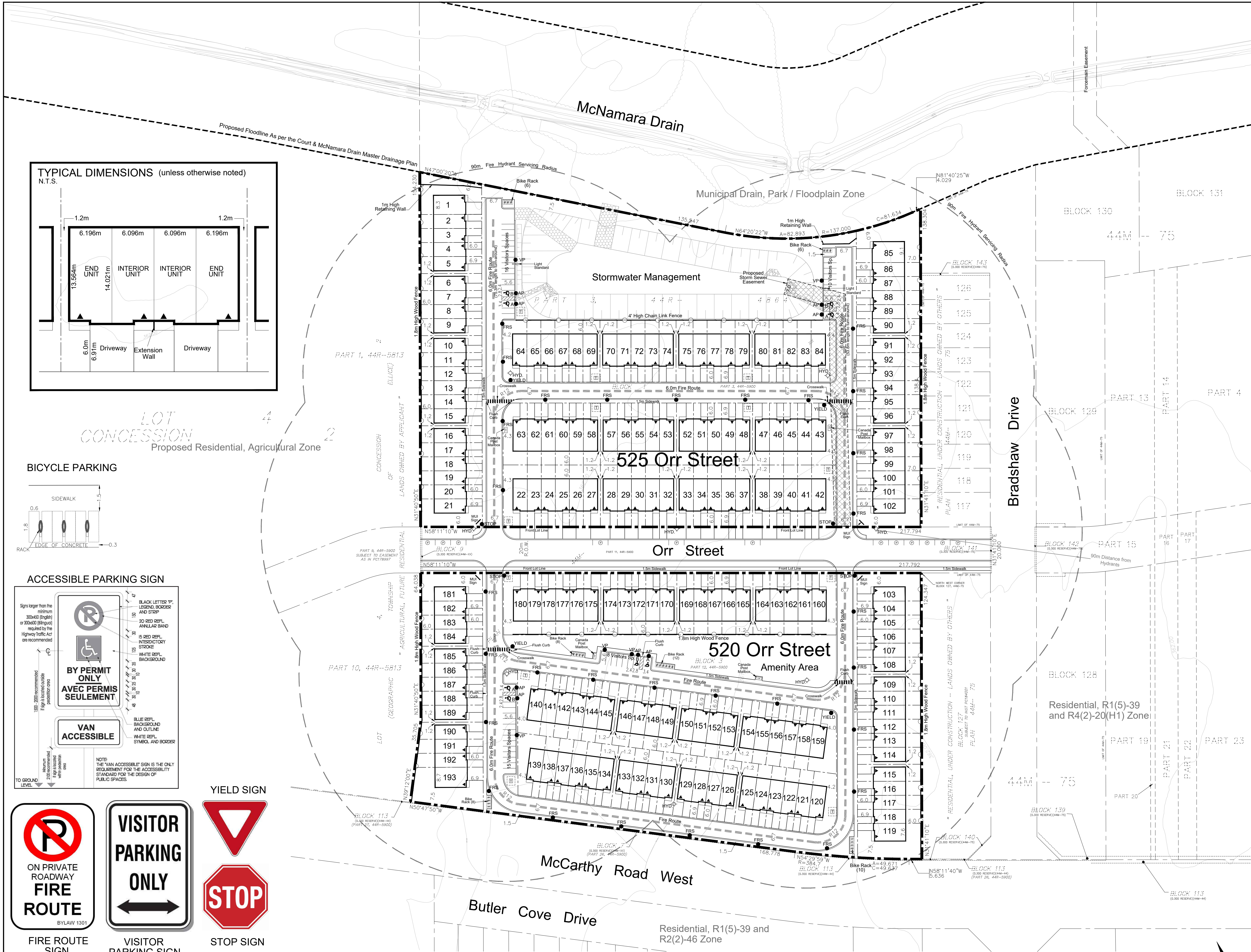
Prepared by:

Nathan Bottema, Project Engineer

Recommended by:

Taylor Crinklaw, Director of Infrastructure Services

André Morin, CPA, Chief Administrative Officer



SITE PLAN

Part of Lots 3 & 4, Concession 2
(Geographic Township Of Ellice)
Registered Plan No.11
City of Stratford
County of Perth

520 & 525 Orr Street
(Blocks 1 and 3, Plan 44M-___)

- ### LEGEND
- Fire route centreline
 - Fire route sign
 - Hydrants
 - Building Entrance
 - Canada Post Mailbox
 - Hydro Transformer with 1m Easement
 - Visitors Parking Sign
 - Accessible Parking Sign
 - Stop Sign
 - Yield Sign
 - Snow Storage
 - Bike Rack
 - Proposed Storm Sewer Easement

SITE DATA

ZONING: Residential R4(2)-16 (H16) Zone

TOWNHOUSE BLOCKS: 5.44ha.
525 ORR STREET: 2.96ha.
520 ORR STREET: 2.48ha.

No. OF UNITS: 193

PARKING REQUIRED: 1.5 spaces / unit = 290 spaces
(see note 3 below)

PARKING PROVIDED: 444 spaces (includes driveways & garages)

DETAIL	REQUIRED	525 ORR ST.	520 ORR ST.	TOTAL
LOT FRONTAGE	22.0m	217.8m	217.8m	n/a
FRONT YARD DEPTH	n/a	6.0m	6.0m	n/a
INTERIOR SIDE YARD WIDTH	1.5m	6.0m	6.0m	n/a
REAR YARD DEPTH	6m (local rd) 7.5m (arterial rd)	6.0m & 7.5m	6.0m & 7.5m	n/a
LOT COVERAGE	35.0%	30.6%	33.1%	31.7%
LANDSCAPE OPEN SPACE	30.0%	51.1%	44.5%	48.0%
BUILDING AREA	n/a	9,123.3m²	8,135.4m²	17,258.7m²
PARKING SPACES (driveway, garage, visitors)	290 (see note 3 below)	206 + 26 visitors (153 + 26 vis. req'd)	184 + 23 visitors (137 + 23 vis. req'd)	390 + 49 visitors
BIKE PARKING	49	20	30	50
BUILDING HEIGHT	12m	12m	12m	n/a
DENSITY	16-65 UPH	34.3 UPH	36.8 UPH	35.5 UPH

- ### NOTES:
- All sidewalks are 1.5m wide with 0.45m wide curb
 - Parking spaces are 2.4m x 5.6m. Barrier-free Type A spaces are 3.4m x 5.6m, Type B spaces are 2.8m x 5.6m
 - Required parking is 1 space per unit, with 0.25 unit designated as Units 85 & 193 are double car driveways.
 - Site will be lighted by lighting on the townhouse units.
 - Bicycle parking spaces shown are 0.6m x 1.8m.
 - Crosswalks to be painted and accompanied with appropriate signage.
 - Snow to be removed off site by others.

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE
gspgroup.ca

REVISIONS	DRAWING
November 18, 2022	A1-1
December 15, 2022	
January 19, 2023	
January 24, 2023	
February 2, 2023	
April 10, 2023	
April 20, 2023	

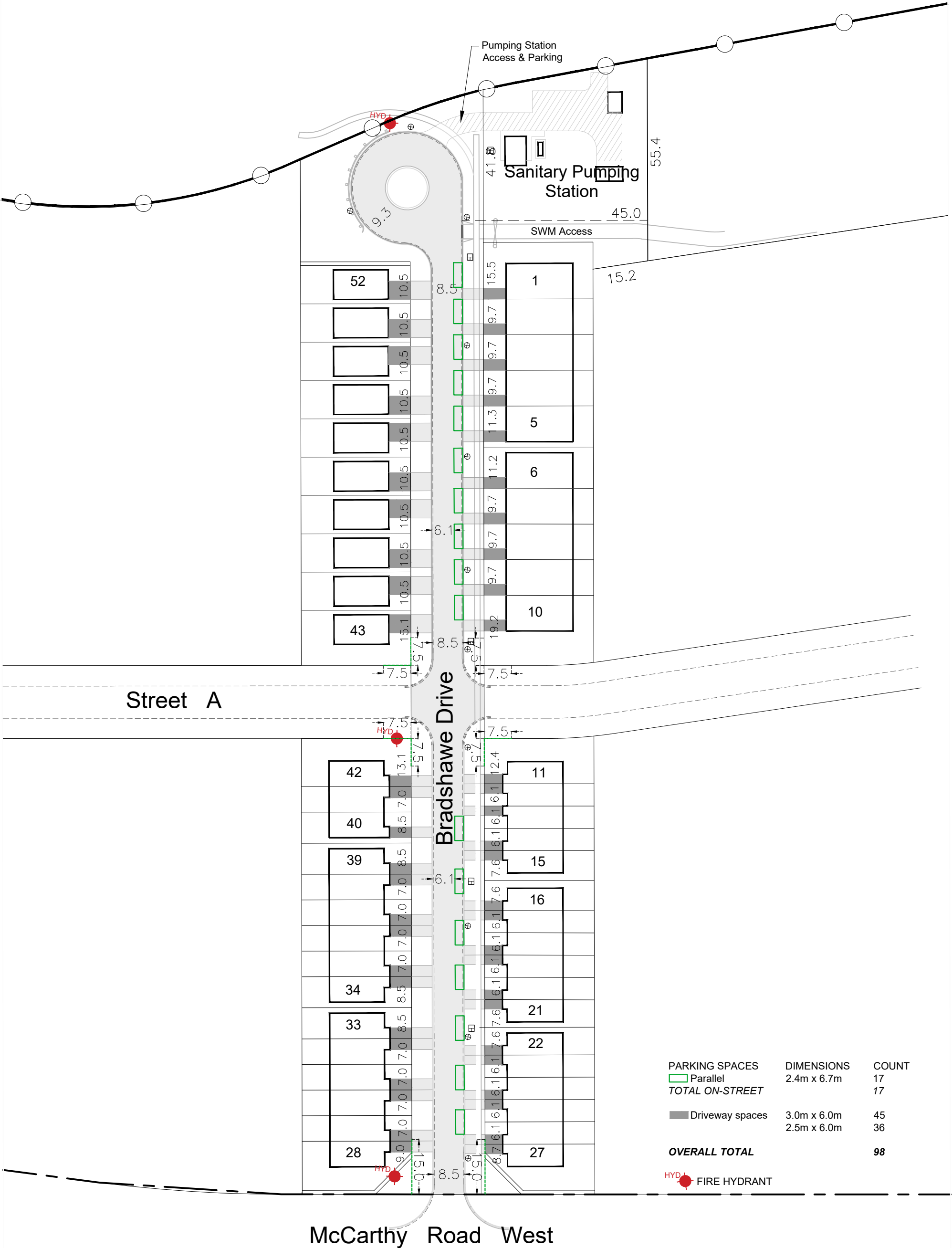
Date: April 12, 2021
Scale: 1:750 metric

Drawn By: S.L.
Project No: 8004

Dwg. File Name: sp8004n - P5 - W of Bradshaw.dwg

SIGN DETAILS
(AS LOCATED ON SITE PLAN)







MANAGEMENT REPORT

Date: September 24, 2025
To: Infrastructure, Transportation and Safety Sub-Committee
From: Nathan Bottema, Project Engineer
Report Number: ITS25-020
Attachments: Proposed Location and Layout

Title: Memorial Veterans Crosswalk

Objective: To consider providing a Memorial Veterans Crosswalk at the Veterans Drive and York Street intersection.

Background: At the January 29, 2025 ITS Sub-Committee Meeting, representatives from the Army Navy Air Force (ANAF) Unit 261 requested that the installation of a Memorial Veterans Crosswalk be permitted at a crosswalk leading to the Stratford Cenotaph. The ITS Sub-Committee recommendation was:

THAT Staff be directed to work with Army Navy Air Force Unit 261 to prepare a report outlining a location and suitable materials for the installation of a Memorial Veterans Crosswalk.

Staff have reviewed potential locations in consultation with representatives of ANAF Unit 261 and recommend that the Memorial Veterans Crosswalk be installed at across York Street at Veterans Drive. This location provides direct pedestrian access to the Cenotaph from the downtown core. The proposed configuration can be found in the attachment.

The proposed crosswalk will be constructed using the same materials applied at standard crossing locations, with a stencil proposed to allow for repeatable application.

The ANAF also identified a future location for a second crossing at Ontario Street and Veterans Drive, however this option is currently not under consideration.

Analysis: The intersection of Veterans Drive and York Street has been selected as appropriate location for the Memorial Veterans Crosswalk. This controlled crossing provides a direct and visible pedestrian connection from the downtown core to the Cenotaph. While other intersections were considered, this location offers the greatest pedestrian exposure, visibility, and contextual relevance. Its proximity to the Cenotaph

also ensures the crosswalk will be highly visible during commemorative events such as Remembrance Day ceremonies.

Using the same material as standard crossing linework allows Public Works staff to rely on existing equipment and established practices. The use of a stencil ensures repeatable installation, providing a consistent appearance at both intersections and simplifying future maintenance.

Consultation with ANAF Unit 261 confirms support for the recommended location and layout. ANAF has also offered to supply the paint and stencil at no cost to the City.

If approved by Council, the crossing is planned to be installed in October once a full trial has been completed by Public Works with the stencil and paint.

The installation of the crosswalk would be carried out by staff, with the supplies provided by ANAF.

Financial Implications:

Financial impact to current year operating budget:

There are no financial implications to this years operating budget to install the crosswalk other than staff time.

Financial impact on future year operating budget:

Ongoing maintenance, repair, or replacement costs for the proposed signage are anticipated to have a minimal impact on the future operating budget.

Link to asset management plan and strategy:

The installation of a new crosswalk does not impact the Asset Management Plan, as linework and symbols are not designated as assets within the plan.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report supports the strategic priority of collaborating with the community to develop and implement plans that reflect our collective interests in arts, culture, and heritage. By establishing a memorial veteran's crosswalk, we recognize and honor the contributions of veterans, fostering community spirit and cultural heritage appreciation.

Alignment with One Planet Principles:

Health and Happiness

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

Culture and Community

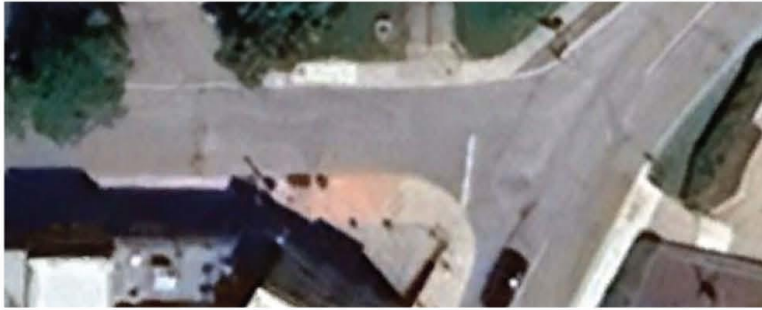
Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT Council approve the installation of Memorial Veterans Crosswalks at the Veterans Drive and York Street intersection.

Prepared by: Nathan Bottema, Project Engineer

Recommended by: Taylor Crinklaw, Director of Infrastructure

André Morin, CPA, Chief Administrative Officer



EXISTING



PROPOSED - PHASE 1 (2025)



PROPOSED - PHASE 1 (2025)

ATTACHMENT #1 - Proposed Location and Layout

Infrastructure, Transportation and Safety Sub-Committee

July 30, 2025

IS Update Regarding Capital Projects and General Operations

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.
 - Second Open House held in person and on Engage, May 21, 2025 – no members of the public attended, no comments received online.
 - Council presentation of final report scheduled for fall.

Capital Projects - Ongoing

- Albert Street Reconstruction 2023 Phase 1 – Waterloo to Front Street
 - Full reconstruction complete, with minor deficiencies outstanding
- Concrete and Asphalt Restoration
 - Continuation of multi-year tender to replace damaged concrete sidewalk, curbs and asphalt road cuts, including restoration works.
- 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 awarded to Van Bree Infrastructure, construction ongoing
- Erie Street Active Transportation
 - Design includes a road diet and protected bike lanes. No MTO approval obtained, project on hold.
- Downtown Intersection Improvements
 - Intersection improvements to enhance pedestrian safety in accordance with the Downtown Traffic Study.
 - Designs being finalized: Church/Ontario/Huron; Waterloo/Ontario, Downie/George.
 - Tender to close early August.
- Erie Street Parking Lot Repairs
 - Maintenance repairs for parking lot surface and drainage, parking spots reconfigured for a net gain of 8 (eight) spaces
 - Tender awarded to Steve Smith Construction
 - Construction complete, minor restoration, bicycle parking outstanding.

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.
 - Tender awarded to Elgin Construction, construction ongoing
- 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, Open House scheduled for July 23-August 10, tender in August
- Erie Street Multi-Use Trail Rehabilitation– Lorne Avenue to the south
 - Full reconstruction of existing deteriorated trail. Work also includes new sidewalks on the east side of Erie Street from Lorne Ave south to connect to the existing sidewalk
 - Tender awarded to Armstrong Paving and Materials Group Ltd.
 - Construction scheduled for August
- Lorne and Downie Intersection
 - Intersection improvement to include left turn lanes on Lorne Avenue, in both directions.
 - Design being finalized, with tender planned for August.
- Asphalt Resurfacing 2025
 - Resurfacing for Regent Street, Britannia Street, Willow Street, Downie Street and Delamere Avenue.
 - Tender awarded to GIP Paving Inc., construction ongoing.
- 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.
 - Tender scheduled for award at July 28 council meeting
- Pedestrian Crossing Improvements 2025
 - Design ongoing for pedestrian crossings at Downie/George, Downie/West Gore, and West Gore/Mowat area.
 - Tender scheduled for end of July/ early August.
- Bridge and Culvert Repairs 2025
 - Tender for erosion control works at various structures awarded to A2Z Civil 2608558 Ontario Limited, with construction scheduled for summer.
 - Tender for concrete works on various structures closed June 4, with no bids received. Project to be retendered July/August.
- East Gore Watermain
 - Design ongoing for watermain looping on East Gore Street between Laurier Street and Borden Street.
- Watermain Relining
 - Watermain relining on Morrison Street, Neal Avenue and Fern Street,
 - Tender awarded to Fer-Pal Construction Ltd., with construction scheduled for July

- Various Sidewalks
 - Gordon Street from Ontario Street to Willow Street, John Street South from Easson Street to West Gore Street.
 - Design ongoing, tender later this summer.

Divisional Updates

Engineering Division Works

- Automated Speed Enforcement (ASE) report has been received by Council, staff are finalizing the terms of the agreement with the service provider for the pilot program.
- Red Light Enforcement will be considered upon effective delivery of ASE.
- Evaluation of a potential pedestrian crossing near Huron Street Bridge, and safe cycling options for 2025 resurfaced streets for future report to council.
- Pavement Condition Assessment 2025 to be completed by GEI Consultants Canada Ltd, data collection is complete, and final report is expected in July
- 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, attend Asphalt Working group and CCTV Sewer Condition Assessment Working Group meetings.
- Survey and design ongoing for 2025 and future projects.
- Budget 2026 – capital and operational - underway

Environmental Services Operations Update: Water

- Maintenance and replacements have been completed on several fire hydrants
- Three watermain breaks have occurred during this reporting period
- Ongoing watermain commissioning occurring at Albert Street and Avondale Reconstruction Projects
- Ongoing water service repairs being repaired throughout the City.

Environmental Services Operations Update: Wastewater

- Rats Inc. staff is finalizing sanitary acoustic assessments of the southwest area of the city and follow-up remedial work is being completed by Environmental Services staff.
- Sanitary main repair completed between Douglas and Avon St.
- Emergency HSA completed on Cobourg Street and several HSAs are still pending.

- Several upgrades have been completed at Douro Street Pumping Station including the installation of a new Programmable Logic Controller (PLC) and Variable Frequency Drives (VFDs) for the pumps
- Pump replacements at several locations are being scheduled for 2025 including Devon, Taylor & Erie Pumping Stations

Environmental Services Operations Update: Stormwater

- 2025 Phragmites spraying is scheduled to begin end of July into early August with UTRCA.
- On going catch basin and storm maintenance hole refurbishments throughout the City

Environmental Services Operations Update: Water Pollution Control Plant

- Capital Projects including Aeration Cell #2 and Lift Station repairs currently in progress
- Request for Proposal for Consulting Engineering Services for the pre-design, detailed design, contract administration, and site inspection for the digester upgrades to be published July 18th, 2025
- Request for Proposals for the Consulting Engineering and Design work to begin for the Grit Removal System

Public Works Operations Update: General and Road Maintenance

- Hot mix pothole work – ongoing, should be able to focus on cuts soon
- painting is now full steam ahead
- 2nd round Mowing is in full swing – all 1st round completed before July 1st (noxious weeds)

Public Works Operations Update: Fleet

- Received 2 new tractors for Cemetery
- New woodchipper has arrived for our Forestry/Parks department
- Tendering through Canoe for the Transit hoist replacement
- Electric vans for engineering are being retendered due to over budget and specification issues
- New charge out rates have been updated for all equipment
- Status quo -Airport Fuel tanks are operational but not available for Public use due to some calibration needs – next steps are being considered
- Repairs and annual inspections as needed
- Lifting device and ladder annual inspections are being completed this month throughout the facilities
- Budget 2026 underway

Public Works Operations Update: Waste Management

- Ruby Farms has completed brush grinding at the City landfill
- Landfill has received soil from Albert Street reconstruction to use as landfill cover, as well as asphalt millings from Willow Street for recycling in various landfill projects
- The HMI and PLC have been replaced with the landfill methane system
- Request for Proposal (RFP) for Waste Collection Services 2026-2033 is developed, release to Bids and Tenders soon
- New Blue Box Program – we will find out post August 2025 if our recycling drop off/depot at the landfill will receive funding from producers come January 2026
- Operations budget 2026 underway

Climate Action Division

- Climate lens being integrated in the budget process for 2026, with all staff applying this for their projects, workplans and initiatives.
- Ongoing tracking and monitoring of overall City's emissions through Corporate Energy and Emissions Plan (CEEP) with a focus on fleet transition and building improvements.
- Awaiting a funding decision on the FCM GMF Climate-Ready Plans and Processes to help advance adaptation related efforts.
- Staff are working on priority initiatives to initiate from the Community Climate Action Plan (CCAP) within existing capacity and resources.
- Council approved a new 2-year pilot position within Climate Action Division, Infrastructure Services dept. in recent budget deliberations. Staff are working to hire and fill that position in the next quarter.
- Continuous application of a climate lens across municipal operations including but not limited to: OP review, planning applications, procurement, etc.

Special Projects – Erie Street Parking Lot Redevelopment

Tentative Internal Workplan:

1. Resurface Erie Street Parking Lot - ongoing
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:

- 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
 - Completed March 2025.
 - Additional sampling required to meet current regulations.
- Engage Consultant for Phase 2 Environmental Assessment
 - Engineering Consultant Engaged.
 - Investigative drilling set for June.
 - Findings and assessment anticipate August.

Infrastructure, Transportation and Safety Sub-Committee

August 2025

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 - 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.
 - Second Open House held in person and on Engage, May 21, 2025 – no members of the public attended, no comments received online.
 - Council presentation of final report scheduled for fall.

Capital Projects - Ongoing

- Concrete and Asphalt Restoration
 - Continuation of multi-year tender to replace damaged concrete sidewalk, curbs and asphalt road cuts, including restoration works.
- 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 awarded to Van Bree Infrastructure, construction ongoing
- Erie Street Active Transportation
 - Design includes a road diet and protected bike lanes. No MTO approval obtained, project on hold.
- Downtown Intersection Improvements
 - Intersection improvements to enhance pedestrian safety in accordance with the Downtown Traffic Study.
 - Designs being finalized: Church/Ontario/Huron; Waterloo/Ontario, Downie/George.
 - Tender to close early September.
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 - Maintenance repairs for parking lot surface and drainage, parking spots reconfigured for a net gain of 8 (eight) spaces
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 - Construction complete, bicycle parking being sourced.

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 - Full reconstruction of existing deteriorated trail. Work also includes new sidewalks on the east side of Erie Street from Lorne Ave south to connect to the existing sidewalk
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 - Construction scheduled for August/September
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 - Tender awarded to Network Sewer and Watermain Ltd., construction scheduled for August start
- Pedestrian Crossing Improvements 2025
 - Design ongoing for pedestrian crossings at Downie/West Gore and West Gore/Mowat area.
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 - Tender end of August.
- Lorne Avenue Trunk Sewer Condition Assessment and Rehabilitation
 - RFP issued for consultant services to assess the condition of the Lorne Avenue CSP storm sewer which is past its service life. Rehabilitation options will be evaluated for 2026 implementation.

Divisional Updates

Engineering Division Works

- Automated Speed Enforcement (ASE) report has been received by Council, staff are finalizing the terms of the agreement with the service provider for the pilot program.
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- Survey and design ongoing for 2025 and future projects.
- Budget 2026 – capital and operational

Environmental Services Operations Update: Water

- Three watermain breaks have occurred during this reporting period
- Ongoing watermain commissioning occurring at Albert Street and Avondale Reconstruction Projects
- Ongoing water service repairs being repaired throughout the City.
- Commissioning and sampling for temporary watermain for Neil Ave. watermain relining project

Environmental Services Operations Update: Wastewater

- Rats Inc. staff are finalizing sanitary acoustic assessments of the southwest area of the city and follow-up remedial work is being completed by Environmental Services staff. A second area for assessments began this week.
- On going sanitary and storm service installations throughout the City
- Smoke testing was completed for several businesses and residents to determine failures in internal plumbing causing odors.
- Pump replacements at several locations are being scheduled for 2025 including Devon, Taylor & Erie Pumping Stations. Waiting on required sensors before installation

Environmental Services Operations Update: Stormwater

- 2025 Phragmites spraying by the UTRCA has been begun including around and within Stormwater Management Ponds
- On going catch basin and storm maintenance hole refurbishments throughout the City

Environmental Services Operations Update: Water Pollution Control Plant

- Request for Proposal for Consulting Engineering Services for the pre-design, detailed design, contract administration, and site inspection for the digester upgrades currently underway with a closing date for submissions on September 5
- Request for Proposals for the Consulting Engineering and Design work to be published for the Pretreatment System in August

Public Works Operations Update: General and Road Maintenance

- Hot mix pothole work
- Line painting is going well – RR crossing and arrows... next lots and bike lanes
- 3rd round Mowing started
- Continuing to repair Sanitary and Storm Maintenance holes and catch basins – doing all repairs including asphalt (ease restoration costs)
- Trip step grinding training and repairs.
- Retro reflectivity should be completed soon.
- Library program at public works July 8th, kids came to the yard and were able to see and touch public works equipment. Very well received.
- Quite a few Internal Support projects
- Bench, bike rack and garbage receptacle repairs and paint uptown beautification ongoing

Public Works Operations Update: Fleet

- New Forestry truck has arrived and is on the setup stage
- Tendering through Canoe for the Transit hoist replacement

- Electric vans for engineering are being retendered due to over budget and specification issues
- Insurance provider is asking for a Fleet Audit
- Status quo -Airport Fuel tanks are certified from Weights and Measures Canada now so only a few small repairs needed, and the system can be activated
- Repairs and annual inspections as needed
- Lifting device and ladder annual inspections are completed throughout the City and its facilities
- MTO audit on Transit buses scheduled
- Propane RFP has gone out to local vendors for the upcoming Arena season
- Selling of vehicles and equipment on GovDeals
- Budget 2026 for Fleet has been submitted

Public Works Operations Update: Waste Management

- Landfill continues to receive soil from Albert Street reconstruction
- Request for Proposal (RFP) for Waste Collection Services 2026-2033 is live on Bids and Tenders
- Work for the administrative amendment to the Environmental Compliance Approval for household hazardous waste continues
- Operations budget 2026 ongoing
- Blue Box Program: comment period for new amendments proposed by the Ministry of the Environment, Conservation and Parks has closed. We will find out how this will impact our public space receptacles, small businesses and recycling depot at the landfill in the coming months

Climate Action Division

- Climate lens being integrated in the budget process for 2026, with all staff applying this for their projects, workplans and initiatives. Additional information is being provided in the budget package to demonstrate cost savings as they relate to new low-carbon procurement options, for the information of Council.
- Ongoing tracking and monitoring of overall City's emissions through Corporate Energy and Emissions Plan (CEEP) with a focus on fleet transition and building improvements. Annual report to Council planned for Q4, 2025, data collection from all departments is underway.
- Staff are working on priority action items to initiate from the Community Climate Action Plan (CCAP) within existing capacity and resources.
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Infrastructure, Transportation and Safety Sub-Committee

September 2025

IS Update Regarding Capital Projects and General Operations

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Special Projects can be found the City page, www.EngageStratford.ca

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 - Design ongoing for pedestrian crossings at Downie/West Gore and West Gore/Mowat area.
 - Tender closed September 17, report to council in October.
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- Lorne Avenue Trunk Sewer Condition Assessment and Rehabilitation
 - Consultant services to assess the condition of the Lorne Avenue CSP storm sewer which is past its service life. Rehabilitation options will be evaluated for 2026 implementation.
 - RFP being evaluated for award in October

Divisional Updates

Engineering Division Works

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- Survey and design ongoing for 2025 and future projects.
- Budget 2026 – capital and operational

Environmental Services Operations Update: Water

- Three watermain breaks have occurred during this reporting period. The total breaks for 2025 thus far is 29.
- Ongoing watermain commissioning occurring at Albert and Avondale Street Reconstruction Projects
- Ongoing water service repairs being repaired throughout the City.

- Commissioning and sampling for temporary watermain for Neil Ave. watermain relining project

Environmental Services Operations Update: Wastewater

- Rats Inc. staff are finalizing sanitary acoustic assessments in the second area of sanitary acoustic assessments. Follow-up remedial work is being completed by Environmental Services staff.
- On going sanitary and storm service installations throughout the City for developments

Environmental Services Operations Update: Stormwater

- 2025 Phragmites spraying by the UTRCA has is ongoing in various ditches and areas in the southeast area of the City.
- On going catch basin and storm maintenance hole refurbishments throughout the City

Environmental Services Operations Update: Water Pollution Control Plant

- Request for Proposal for Consulting Engineering Services for the pre-design, detailed design, contract administration, and site inspection for the digester upgrades currently underway with a closing date for submissions on September 25th

Public Works Operations Update: General and Road Maintenance

- Hot mix pothole work
- Line painting is going well – RR crossings and right turn arrows are complete. We still have a few AODA stalls left... next lots and bike lanes
- 3rd round grass mowing has started
- Continuing to repair Sanitary and Storm Maintenance holes and catch basins – doing all repairs including asphalt (ease restoration costs)
- Road sweeping frequency increasing coming into fall season
- Trip step grinding training and repairs.
- Areas identified that could not be fixed with grinding may need an enhanced repair with asphalt.
- Retro reflectivity should be completed soon.
- Quite a few Internal Support projects. (Encampments, cooper lot, and filming in square)
- Bench, bike rack and garbage receptacle repairs and paint uptown beautification ongoing

Public Works Operations Update: Fleet

- Tendering through Canoe for the Transit hoist replacement
- Tendering through Canoe for the new medium duty plow truck
- Electric vans for engineering are being retendered due to over budget and specification issues and tender closed analysis in process
- Insurance provider is asking for a Fleet Audit Sept 16th
- Status quo -Airport Fuel tanks are certified from Weights and Measures Canada now so only a few small repairs needed and the system can be activated
- Repairs and annual inspections as needed
- Fleet oiling for winter prep is set for Sept 22nd week
- MTO audit on Transit buses 10 clean inspections
- Propane RFP has been awarded to Core Fuels with an overall savings
- Selling off vehicles and equipment on GovDeals – Fire truck, pickup, trailer and tractor with more being auctioned off as new replacements arrive
- Preparing for Fleet licensing renewal

Public Works Operations Update: Waste Management

- Landfill continues to receive soil from Albert Street reconstruction
- Request for Proposal (RFP) for Waste Collection Services 2026-2033 closed on August 22nd, evaluations are completed, and a Management Report is in progress for September 22nd Regular Council
- Work for the administrative amendment to the Environmental Compliance Approval for household hazardous waste continues
- Blue Box Program: waiting for confirmation from CMO regarding blue box depot agreement at the landfill come 2026. Also waiting for confirmation on provincial amendments to the blue box regulations and Act.

Climate Action Division

- Climate lens has been integrated in the budget process for 2026, with all staff applying this for their projects, workplans and initiatives. Additional information is being provided in the budget package to demonstrate cost savings as they relate to new low-carbon procurement options, for the information of Council.
- Ongoing tracking and monitoring of overall City's emissions through Corporate Energy and Emissions Plan (CEEP) with a focus on fleet transition and building improvements. Annual report to Council planned for Q4, 2025.
- Approved for Federation of Canadian Municipalities (FCM) funding to advance adaptation related efforts– funds of up to \$70,000 have been approved for creating an adaptation and resilience strategy for the city, a precursor for any project chosen to implement in the future.
- Feasibility studies for retrofitting seven city facilities expected to be complete by October as well, this will help us identify and apply for additional funding toward capital projects for facilities through FCM Green Municipal Fund.
- Staff are working on priority action items to initiate from the Community Climate Action Plan (CCAP) within existing capacity and resources.

- Awaiting a funding decision on the FCM GMF Climate-Ready Plans and Processes to help advance adaptation related efforts.
- Council approved a new 2-year pilot position within Climate Action Division, Infrastructure Services dept. in 2025 budget deliberations. Staff are working to hire and fill that position in the next quarter.
- Continuous application of a climate lens across municipal operations including but not limited to: OP review, planning applications, procurement, etc.

Special Projects – Erie Street Parking Lot Redevelopment

Tentative Internal Workplan:

1. Resurface Erie Street Parking Lot - ongoing
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:

- 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
 - Completed March 2025.
 - Additional sampling required to meet current regulations.
- Engage Consultant for Phase 2 Environmental Assessment
 - Engineering Consultant Engaged.
 - Investigative drilling set for Complete
 - Findings and assessment Draft Complete, additional work required.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, May 6, 2025, at 12:00 p.m., University of Waterloo – Stratford Campus, Room 1003, 125 St. Patrick Street, Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Andy Mark, Kathleen Barry, Councillor Bonnie Henderson, Joan Jones

Staff Present: Nathan Bottema – Project Engineer, Casey Riehl – Recording Secretary

Regrets: Brittany McCabe, Jen Weber, Vicky Trotter – Council Committee Coordinator

Also Present: Connor Luczka

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 12:02 p.m.

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Adoption of the Previous Minutes

Motion by Andy Mark

Seconded by Jamie Pritchard

THAT the minutes from the Accessibility Advisory Committee meeting dated March 4, 2025 be adopted as printed. Carried

4. Infrastructure Services Update

Nathan Bottema, Project Engineer, provided the following updates:

- For the two requested accessible parking spots on St. Andrew Street, the concrete work required has now been completed. The next step will be to properly paint the lines and amend the by-law to have two spots recognized as accessible;
- No new updates on Packham Road or curb work in Upper Queen's Park. Staff will follow up with Community Services to inquire about these two locations;
- The missing sidewalk links recommendation from 2023 could be reviewed to see what links have been completed and a new recommendation could be put forward. The missing sidewalk link on Willow Street (between Burritt/Gordon) that the AAC previously flagged is scheduled to be completed in 2025. There is a framework that staff uses to score the missing links. Based on the scores, the areas to be completed are prioritized;
- The missing sidewalk link on Erie Street (from Lorne Avenue East to connect at Midas) will be completed this year;
- No new update on Short Street;
- Phase II of the Albert Street reconstruction project begins today, Tuesday May 6, 2025;
- Avon Street and Avondale Avenue will be reconstructed this year. The project has been awarded by Council and work will begin shortly;
- Pedestrian crossovers to be installed that were carried over from 2024 are on Waterloo Street (at William Street) and McCarthy Road (at Greenwood Drive). Downie Street (at George Street) is also scheduled for 2025.

Roger Koert asked if Nathan Bottema could provide quotes for some of the previously discussed projects that the AAC could put budget funds towards, such as the Oakdale Avenue project, T-intersection curb cuts (such as Short Street at Forman), additional accessible parking spots, and sidewalk repairs at the Allman Arena. Nathan Bottema will ask the summer student in the Engineering department to also keep a list of any potential areas around the City that the AAC could assist with repairs. Mr. Koert asked if the curb drops at the intersection of Trow Avenue and Cobourg Street that were patched at the end of last year could be a consideration to be redone in 2025.

5. Update from the Site Plan Review Sub-Committee

Roger Koert reported that the review sub-committee recently reviewed the playground design submissions for Inverness Park and the Emily Murphy Centre.

Next week the sub-committee will be reviewing plans for Queensland/Lorne Avenue.

Jamie Pritchard noted that when the sub-committee is reviewing future playground designs, it would be helpful to know what the City's budget for the playground project is. Mr. Koert noted that if the City is reusing designs, it would be great to know if that playground is well received or not. That way a future one could be adapted accordingly. Reviewing the RFP for the playground equipment that the City put out would also be helpful.

Nathan Bottema will provide AAC members the new subdivision planning agreement information as it relates to greenspace.

6. Update from Council

Councillor Henderson provided the following updates from Council:

- 963 O'Loane Avenue - accessible slab on grade so the ground floor units could be accessible;
- 246 Railway Avenue - City owned building designed two-bedroom home with kitchen, bathroom and meeting universal accessibility standards for one new affordable housing unit;
- 672 Mornington Street - will take the idea of ground floor back when designing the homes;
- 315–317 Huron Street - some will be affordable, with accessible parking spot near entrance. Units there have steps, but did ask about still looking at barrier free in case someone is using a walker and could do a few steps but needs it accessible for their daily needs;
- 156 Albert Street - accessible parking moved to the front;
- 576 Albert Street - added another accessibility parking space with the potential to add 2 units with enough turning radius in the units for accessibility;
- 576 O'Loane Avenue - will consider looking at ensuring that some of the units will have enough turning radius and with some grading they might be able to ensure the entrance is accessible;

- 1276 O’Loane Avenue - will consider looking at ensuring that some of the units will have enough turning radius and with some grading they might be able to ensure the entrance is accessible;
- The Tom Patterson Bridge has recently been repaired, however when it comes time to replace it (10-12 years), Community Services and the Parks Board will investigate lowering the grade to make it more accessible to cross.

7. Business Arising from Previous Minutes

7.1 Police Station Update

Diane Sims reported that she had been advocating an accessible entrance at the Police Station since 2022 and stated the new door and ramp will officially be opened tomorrow, May 7, 2025. Ms. Sims, Mayor Ritsma and Chief Skinner will be having a ribbon-cutting ceremony at the 17 George Street location at 1:00 p.m. The City of Stratford has funded this ramp project entirely. There were no grants or funding opportunities available to complete this project.

Roger Koert noted that prior to Ms. Sims advocating for the accessible entrance in the last few years, the issue of fixing the inaccessibility of the Stratford police station was first raised by the AAC on September 4, 2007.

7.2 National AccessAbility Week Plans (May 25-31, 2025)

Roger Koert stated that Diane Sims and Andy Mark will be attending the May 27, 2025 Council meeting discussing National AccessAbility Week. Ms. Sims will announce that nominations are open for the annual Accessibility Award. Ms. Sims and Mr. Mark will also highlight the accomplishments of AAC over the last year. Mr. Koert will reach out to the Corporate Communications Specialist to have the nominations announcement posted on social media. Mr. Koert will also schedule a radio interview to talk about the annual award. At a future date, AAC members would like to visit retirement residences in Stratford to host a meet and greet with the residents and hear from them if they have comments or concerns about accessibility in the city.

7.3 Council Presentation Summary

As discussed above in item 7.2.

8. New Business

8.1 Accessibility Conference (Durham Region) – May 28, 2025

Committee members were provided with information for the Durham Region accessibility conference. Roger Koert encouraged members to join the meeting virtually, as it would be informative to hear what other municipalities are doing for accessibility.

8.2 AAC Field Trip (Atwood)

Kathleen Barry informed members that the sunflower farm in Atwood has recently improved the width of their paths and made all the areas accessible. She highly recommends members visiting the farm, it is well worth the trip. The sunflowers are in bloom in July and August.

Roger Koert stated that staff confirmed the AAC cannot use committee funds and resources to visit the farm as it does not fall under furthering the business of the AAC. Mr. Koert encourages any members who are available in July or August to try and go see the sunflowers.

8.3 MapMissions with AccessNow

Jamie Pritchard explained the AccessNow app that can be downloaded on your phone that rates restaurants and businesses for accessibility. Individuals can input information into the app for people to use when they are visiting and are looking for accessible businesses.

Mr. Pritchard has provided a link to the AAC members for them to participate in training sessions on the app.

8.4 Access Fest – May 31, 2025

Kathleen Barry will be attending Access Fest in Toronto on May 31, 2025 and will provide a report on the event at the June AAC meeting.

9. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, June 3, 2025, at 12:00 p.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Accessibility Advisory Committee Meeting
May 6, 2025

Motion by Councillor Henderson

Seconded by Diane Sims

THAT the Accessibility Advisory Committee purchase lunch and refreshments for the June 3, 2025 committee meeting. Carried

10. Adjournment

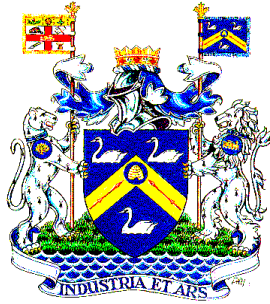
Motion by Diane Sims

Seconded by Councillor Henderson

THAT the May 6, 2025, Accessibility Advisory Committee meeting adjourn. Carried

Start Time: 12:02 P.M.

End Time: 1:20 P.M.



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, June 3, 2025, at 12:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

Committee Members Present: Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Kathleen Barry, Jen Weber

Staff Present: Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Andy Mark, Councillor Bonnie Henderson, Joan Jones

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 12:40 p.m.

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Adoption of the Previous Minutes

Motion by Jamie Pritchard

Seconded by Jen Weber

THAT the minutes from the Accessibility Advisory Committee meeting dated May 6, 2025 be adopted as printed. Carried

4. Infrastructure Services Update

Nathan Bottema, Project Engineer, provided the following updates:

- Approximate quotes have been provided for the following areas:
 - Oakdale Avenue accessible parking spot, curb cut and access to the sidewalk (\$4,000.00).
 - T-intersection curb cuts at Short Street and Forman Avenue (\$4,000.00).
 - Accessible parking spots on Morenz Drive at the Allman Arena (\$2,500.00).
 - The summer student will keep a running list over the summer for potential projects for 2026.
 - Areas from 2024 that were temporarily repaired near the end of the season with asphalt padding (50 locations) with an approximate cost of \$2,500.00-\$4,000.00 each.
- Construction on Avondale Ave/Avon Street and Albert Street Phase II have started;
- Pedestrian cross-overs at Waterloo/William and Greenwood/McCarthy both have the concrete bases installed. Once the bases are cured, the poles will be installed;
- Packham Road soccer fields path is currently undergoing a trial by Public Works to test a stretch of the pathway to see if they can find a solution to make the path accessible. Roger Koert inquired about the two accessible parking spots in the parking lot and if there was any update on relocating them now that they made the parking lot larger. Mr. Bottema will follow-up with Mark Hackett, Community Facilities Manager;
- The following asphalt resurfacing contracts will be completed this year:
 - Downie Street (from Lorne Avenue to CN Rail corridor)
 - Willow Street (from Canterbury Avenue to Devon Street)
 - Britannia (from Mornington Street to the Churchill Circle)
 - Regent Street (from Front Street to King Street)
 - A provisional contract for Delamere Avenue (from Mornington Street to Romeo Street) as additional funding will be required.
- A bridge maintenance contract will also be awarded (T.J. Dolan and Delamere).

Motion by Diane Sims

Seconded by Jamie Pritchard

THAT the Accessibility Advisory Committee spends up to a maximum of \$50,000.00 from the 2025 Engineering Accessibility Improvement Budget on the following projects:

- **Oakdale Avenue accessible parking spot including curb cut and access to the sidewalk;**
- **Curb cuts at the T-intersection on Short Street at Forman Avenue;**
- **Morentz Drive accessible parking spots at the Allman Arena - converting the first (3) parking spots closest to the Tom Patterson Theatre into (2) accessible parking spots;**
- **Completing the Engineering list of sidewalk panel replacements at intersections with asphalt padding with any remaining budget funds.**

Carried

Nathan Bottema will report back to the AAC in the fall to update them on the status of the projects and the remaining budget.

5. Update from the Site Plan Review Sub-Committee

Roger Koert reported that the review sub-committee reviewed nine site plans in May.

Nathan Bottema reported that there is currently an online training course (Public Accessible Spaces Simplified) that is being offered to City of Stratford staff. There are (10) spots available, with any remaining spots to be filled by AAC members interested. Once staff has been registered, Vicky Trotter will contact AAC members to let them know how many spots for members are remaining.

Mr. Bottema reported on an inquiry from the last meeting regarding the annual playground structure reviews. Members had asked if it would be possible to know the budget for the RFP prior to reviewing the drawings. Mr. Bottema explained that the RFP's are set up in two parts – technical and financial. The way the RFP's are set up is that once the technical component has been completed, then the financial component is addressed. Mr. Bottema also contacted the Parks & Forestry Manager with the AAC's suggestion about holding public open houses to receive feedback from residents using the current playgrounds as it would be useful information when choosing new ones.

Mr. Bottema also reported that development charge background studies that the City is required to do, outlines the base development standards that developers must meet. Within that, it addresses parkland and gives the base requirements for the developments.

6. Update from Council

No updates noted.

7. Business Arising from Previous Minutes

7.1 Police Station Update

Diane Sims reported that the ribbon cutting ceremony at the 17 George Street Station took place last month. It is wonderful to finally have the new accessible door and ramp installed at the main entrance. The staircase has also been repaired.

7.2 National AccessAbility Week/Council Presentation Review

Roger Koert reported that the Corporate Communications Specialist posted the nomination information for this year's Accessibility Award during National AccessAbility Week. Mr. Koert also did a radio interview to talk about National AccessAbility Week and the annual award. Diane Sims did a presentation at City Council regarding the Accessibility Advisory Committee and their recent accomplishments and future plans. Members suggested that the AAC could plan to do another activity for next year's AccessAbility Week, such as "accessibility solutions for heritage buildings" videos again or a possible partnership with the Active Transportation Advisory Committee for an event.

8. New Business

8.1 2025 AAC Budget Review

Roger Koert suggested that the AAC could visit three local retirement homes this summer and hold "coffee pop-ups" where they could partner with some local coffee shops. AAC members could take this opportunity to network with residents and hear their feedback and comments on accessibility issues around the City. Members could take their AAC giveaways to share with visitors.

Roger Koert will initially contact three retirement residences to inquire if they would be open to a visit from the AAC members and what times would work.

Accessibility Advisory Committee Meeting
June 3, 2025

Kathleen Barry also suggested the AAC could plan an event to meet in a greenspace for a community BBQ and invite residents to attend and hear their feedback on accessibility.

Vicky Trotter will inquire when the Stratford Lakeside Active Adults Association show is being held this year for the AAC to possibly participate.

Motion by Diane Sims

Seconded by Jamie Pritchard

THAT the Accessibility Advisory Committee spends up to a maximum of \$2,000.00 from the 2025 budget to host AAC Community Outreach events. Carried

8.2 2026 AAC Budget Request for Council

Motion by Kathleen Barry

Seconded by Diane Sims

THAT the Accessibility Advisory Committee requests a 2026 budgetary figure of \$5,500.00 from the City of Stratford. Carried

Materials - miscellaneous costs for supplies for tradeshow, events, advertising, multi-media expenses, etc.	\$ 500.00
Meeting Costs – Transportation & Refreshments	\$ 1000.00
AAC Projects - committee costs associated with accessibility improvement events and projects, educational campaigns and community improvement projects, including advertising, materials, consumables, transportation, labour. Potential event during National AccessAbility Week and International Day of Person's with Disabilities	\$2,000.00
Conferences and Training	<u>\$2,000.00</u>
TOTAL	\$5,500.00

8.3 Access Fest Update

Kathleen Barry recently attended Access Fest in Toronto on May 31, 2025. It was a free full-day event with many activities, kiosks and speakers. Ms. Barry highly recommends AAC members attending in the future. Once the date for next year's event is released, Ms. Barry will let AAC members know.

Accessibility Advisory Committee Meeting
June 3, 2025

8.3 Staircase Hand Railings at the Allman Arena

Roger Koert raised the concern that there are no hand railings on any of the staircases in the Allman Arena. This is a safety concern for people walking up and down in the stands. Vicky Trotter will inquire with Community Services staff about this concern and report back to the AAC at the September meeting.

9. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, September 2, 2025, at 12:00 p.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

10. Adjournment

Motion by Jamie Pritchard

Seconded by Jen Weber

**THAT the June 3, 2025, Accessibility Advisory Committee meeting adjourn.
Carried**

Start Time: 12:40 P.M.

End Time: 1:40 P.M.



Active Transportation Advisory Committee

MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, April 23, 2025, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: David Daglish – Chair Presiding, Kelley Teahen, Pat Ranney (Cycle Stratford), Joel LaCourse, Christine Lee, Councillor Harjinder Nijjar, Rhonda Gesinghaus Vaters

Staff Present: Vicky Trotter – Council Committee Coordinator, Nick Sheldon – Project Manager, Casey Riehl – Recording Secretary

Also Present: Inspector Jason Clarke

Regrets: Councillor Jo-Dee Burbach

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

Reading of the Land Acknowledgement and Moment of Silent Reflection.

Reading of the Respectful Workplace Conduct Statement

2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

3. Adoption of Previous Minutes

Motion by Kelley Teahen

Seconded by Councillor Nijjar

THAT the minutes from the Active Transportation Advisory Committee meeting dated March 26, 2025 be adopted as printed.

4. Festival Route Working Group Update

Pat Ranney reported that they have received a second quote for installation from the sign manufacturer, which comes in lower than what the City could provide. Modifications have been made to phase in the signage and the plan is to start with the installation of the large signs indicating turns (42 signs). This quote is substantially lower, as they will be installing the signs on existing poles and not doing the free-standing pedestal signs in this phase. Plans for completing the next phase of the infrastructure can be considered for the 2026 budget.

Kelley Teahen inquired where the route will be posted for people to access. Ms. Ranney stated that it is currently posted on the Cycle Stratford website and the plan will be to add it to the City of Stratford website once it is signed.

Vicky Trotter stated that once they are ready for the draft design of the signs, they will most likely include both the Cycle Stratford and City of Stratford information and a QR code, similar to the Avon Trail signage.

Pat Ranney will forward an updated breakdown of the project to ATAC members for their information.

5. Business Arising from Previous Minutes

5.1 Missing Sidewalk Links Discussion

Nick Sheldon shared the missing links map with the committee members and discussed how staff uses the map to identify and complete the missing links in the city. Annually, staff has a budget of \$200,000.00 to complete missing sidewalk link projects. For 2025, they will be addressing missing links on Erie Street, Gordon Street and Willow Street.

Mr. Sheldon noted that in the past, ATAC has made a recommendation to indicate what they consider the top five priority locations. The committee could review those previous locations and adjust their top five priorities in a new updated recommendation.

Kelley Teahen inquired what the process is for how the City determines the repairs to sidewalks. Nick Sheldon stated that there are minimum maintenance standards that municipalities are required to maintain for their road infrastructure, which includes signs, traffic lights and sidewalks. If an area does not meet the requirements, there are a certain number of days that staff has to complete the repairs. Mr. Sheldon explained that every sixteen months the City is required to complete a full inspection of their assets.

The main issue they are looking for is an offset greater than 20mm that will be required to be repaired.

All the regulatory repairs identified last year are scheduled to be completed in 2025. There is a \$300,000.00 budget to complete these repairs. In total, 6,000 issues were quantified as needing resolved. These are not regulatory; they are identified to keep the assets in a good state of repair.

Joel LaCourse inquired if there has been consideration given to connecting the sidewalk on the south side of Lakeside drive from the bottom of Queens Park Drive to Queen Street. People tend to walk down Lakeside Drive on the road, as opposed to crossing to the north side where the sidewalk is.

Vicky Trotter reported that the Cemetery, Parks & Forestry Manager stated they would not have an issue with continuing the sidewalk in this location. This request would however have to be presented to the Parks Board and consideration would need to be given to keeping the sidewalk adequately off the perimeter of the sports fields. Comments submitted by the Engineering Department stated that if ATAC would like to proceed with a request for this sidewalk, it would have to be part of the 2026 budget process. Nick Sheldon stated that the \$200,000.00 budget for sidewalk links allow for approximately 400-500 meters of sidewalk. Consideration should be given to whether the committee wants to prioritize two sidewalks on streets or address a street that does not have any sidewalk. This stretch on Lakeside Drive is identified on the City's missing sidewalk links map.

5.2 Downie/Waterloo/Douro Street Intersection Discussion

Vicky Trotter reported that, as part of the Transportation Master Plan, in 2025 there will be a pedestrian crossover installed on Downie Street at George Street (at the Avon Theatre). A second one is scheduled to be installed on Downie Street at West Gore Street. In 2026, a pedestrian crossover is planned for Downie Street at the Falstaff/Shakespeare/Milton Street area.

The Transportation Master Plan does not include a crossing at the Downie/Waterloo/Douro Street intersection as it may be reconfigured in the future. Ms. Trotter will share with the committee a concept drawing from the traffic study completed in 2021. When the intersection is redesigned, a proper pedestrian crossing will be included.

5.3 Update on Partnership with BIA for Car-Free Fridays or Events

Pat Ranney stated that there was nothing new to report on the event since the last meeting. The working group plans to get together in May to finalize the

plans. If anyone is interested in volunteering on any of the Fridays, the events will be held from 8:00 a.m. – 10:00 a.m.

Rhonda Gesinghaus Vaters noted that the events are “Car-Free Fridays,” so that includes walkers as well as cyclists. Ms. Gesinghaus Vaters noted that organizers would like to conduct a survey as part of the events. Kelley Teahen suggested an informal survey such as having people write reasons on sticky notes and place them on a board under “I like to bike/walk to work because...” and “I do not bike/walk to work because...”

Ms. Teahen reported that she has helmet-fitting bookmarks that she can provide for the event.

5.4 Dufferin/Oak/Elm Street Intersection Safety Concerns

Vicky Trotter reported that she received statistics from the Engineering Department regarding this area. In the last 10 years, there was one collision that was described as a non-intersection related incident. These are local to local streets with a low traffic volume and at this time, evidence does not show that this area is an issue with the current configuration. Joel LaCourse indicated that the hedges on surrounding properties may be part of the issue. Ms. Trotter will contact staff to request having the sight triangle checked. Ms. Trotter will also inquire about the outcome of the St. Vincent Street/West Gore Street intersection concerns.

6. New Business

6.1 Sidewalk Stencils

Vicky Trotter reported that the previous ATAC stencils that Public Works uses to paint the sidewalks for School Travel Planning were deemed as no longer usable at the end of last year and were disposed of. During budget deliberations for 2025, ATAC included a budget line to replace the stencils this year. Public Works received a quote for new stencils that fits within the \$1,000.00 budget that ATAC has been approved for.

Ms. Trotter will e-mail photos and information regarding the stencils to all members for consideration and a recommendation at the May meeting.

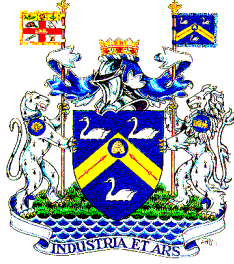
7. Date of Next Meeting

The next ATAC meeting is scheduled for Wednesday, May 28, 2025 at 7:00 p.m. at the Stratford Rotary Complex in the Mansbridge Room.

8. Adjournment**Motion by** Joel LaCourse**Seconded by** Councillor Nijjar**THAT the March 26, 2025 ATAC meeting adjourn. Carried**

Start Time: 7:00 P.M.

End Time: 7:58 P.M.



Active Transportation Advisory Committee

MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, May 28, 2025, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: David Daglish – Chair Presiding, Kelley Teahen, Joel LaCourse, Christine Lee, Councillor Harjinder Nijjar, Rhonda Gesinghaus Vaters

Staff Present: Vicky Trotter – Council Committee Coordinator, Nick Sheldon – Project Manager

Also Present: Inspector Jason Clarke, Pete McDonnell (Cycle Stratford)

Regrets: Councillor Jo-Dee Burbach, Pat Ranney (Cycle Stratford), Casey Riehl

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

Reading of the Land Acknowledgement and Moment of Silent Reflection.

Reading of the Respectful Workplace Conduct Statement

2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

3. Adoption of Previous Minutes

Motion by Councillor Nijjar

Seconded by Christine Lee

THAT the minutes from the Active Transportation Advisory Committee meeting dated April 23, 2025 be adopted as printed.

4. Festival Route Working Group Update

Vicky Trotter stated Pat Ranney and Pete McDonnell, Cycle Stratford, have confirmed the 44 locations for signage including locations and pictures. She noted next steps would include motions to proceed and to reallocate funds from bike racks to wayfinding in the amount of \$2,000.

A discussion took place regarding the reallocation of funds and ensuring enough remains to complete a potential bike rack project as noted under Item 6.1 of the agenda.

Motion by Rhonda Gesinghaus Vaters

Seconded by Councillor Nijjar

THAT the Active Transportation Advisory Committee proceed with the purchase and installation of signage for Phase 1 of the Festival City Cycle Route project. Carried

Motion by Kelley Teahen

Seconded by Rhonda Gesinghaus Vaters

THAT the Active Transportation Advisory Committee requests \$2,000.00 be reallocated from the bike rack line of the 2025 budget to wayfinding to assist with funding Phase 1 of the Festival City Cycle Route project. Carried

The committee reviewed the draft signage for the project. Highlights of the discussion included:

- reducing the size of the City logo to the same as Cycle Stratford;
- minimizing the colour pallet to one blue and one yellow;
- ensuring the focus of the sign is on the route name, bike and the arrows;
- option of removing the City logo and only using the Cycle Stratford logo.

Ms. Trotter will work with Pete McDonnell to create options to come back to the June meeting for a final decision.

Ms. Trotter will forward the sign locations to the appropriate staff for review.

5. Business Arising from Previous Minutes

5.1 Update on Car-Free Fridays

Rhonda Gesinghaus Vaters provided an overview of the upcoming events noting the following:

- will take place in Market Square each week;

- a special guest will attend each week;
- coffee will be provided to participants;
- draw prizes have been purchased;
- focus on finding out the barriers to using cycle transportation and how to remove them;
- great collaboration with the City Centre BIA.

Motion by Rhonda Gesinghaus Vaters

Seconded by Kelley Teahen

THAT the Active Transportation Advisory Committee spend up to \$250.00 to provide refreshments to participants of the Car-Free Friday events. Carried

Kelley Teahen stated she will provide bike helmet fitting bookmarks to be handed out.

5.2 Sidewalk Stencils

Vicky Trotter stated the stencils used for sidewalks in the area of schools to encourage walking to school have reached the end of their lifespan and if the Committee wishes to continue with this annual project new stencils will need to be ordered. Public Works assists with the installation each year prior to September.

Members expressed interest in choosing new fun patterns similar to examples provided.

Ms. Trotter will work with the manufacturing company to determine options for the stencils and bring them back to a future meeting.

Motion by Christine Lee

Seconded by Rhonda Gesinghaus Vaters

THAT the Active Transportation Advisory Committee purchase new sidewalk stencils for school travel planning up to \$1,000.00. Carried

6. New Business

6.1 Bike Racks at the Police Station

Rhonda Gesinghaus Vaters stated the City Centre BIA and Stratford Police Services (SPS) have been collaborating on a project to have bike racks installed in the area adjacent to the Stratford Police Station which is under 24 hour surveillance. SPS will purchase the first bike rack for \$1,800.00 and the BIA and

ATAC will share the cost of a second bike rack with the BIA contributing \$1,000 and ATAC potentially contributing \$800.00.

The Committee expressed desire to promote the new bike racks once they are installed. Inspector Clarke stated SPS would be happy to assist.

Motion by Rhonda Gesinghaus Vaters

Seconded by Councillor Nijjar

THAT the Active Transportation Advisory Committee contribute \$800.00 towards the bike rack project with the City Centre BIA and Stratford Police Services to have bike racks installed adjacent to the Stratford Police Station in an area under 24 hour video surveillance. Carried

6.2 CARSP/ICTCT 2025 Road Safety Conference

Kelley Teahen attended the CARSP/ICTCT 2025 Road Safety Conference on a personal basis and shared her experience with the Committee. Highlights of the information shared included;

- speed management is critical;
- larger vehicles do not guarantee additional safety;
- there has been an uptick in pedestrian injuries and deaths;
- pedestrian injuries can be reduced by reducing speed.

6.3 Annual Costs for Injury Settlement

Kelley Teahen asked if the City has information on the amount spent on settlements for injuries which take place on City property due to faulty infrastructure such as sidewalks.

Nick Sheldon stated prevention is completed annually and assets are kept in good shape.

Vicky Trotter will determine if this information is available.

7. Date of Next Meeting

The next ATAC meeting is scheduled for Wednesday, June 25, 2025 at 7:00 p.m. at the Stratford Rotary Complex in the Mansbridge Room.

8. Adjournment

Motion by Councillor Nijjar

Seconded by Joel LaCourse

THAT the May 28, 2025 ATAC meeting adjourn. Carried

Start Time: 7:00 P.M.

End Time: 7:53 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on May 1, 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, Zach Kritzer, Anna Stratton, Craig Merkley, Ken Clarke, Julia Schneider, Anita Jacobsen, Geoff Krauter

Staff Present: Emily Skelding – Supervisor of Waste Operations, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Councillor Larry McCabe, Linda Wakenhut, Vanni Azzano, Sadaf Ghalib – Manager of Climate Change Programs

1. Call to Order

Mike Sullivan, Chair called the meeting to order at 4:04 p.m.

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

Reading of the Respectful Workplace Conduct Statement

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of the Previous Minutes

Motion by Felicity Sutcliffe

Seconded by Anita Jacobsen

THAT the minutes from the Energy & Environment Advisory Committee meeting dated April 3, 2025 be adopted as printed. Carried

Energy & Environment Advisory Committee
May 1, 2025

Geoff Krauter is now present at the meeting at 4:08 p.m.

4. Working Group Updates:

Ecological:

Craig Merkley provided the following update from the Ecological working group:

- On April 13, 2025 there was a multi-flora rose extraction held along the trail (40 m) along the old rail bridge. This event was covered by the local newspaper;

Julia Schneider is now present at the meeting at 4:10 p.m.

- On Sunday, May 4, 2025 there is a garlic mustard pull scheduled for T.J. Dolan. This event may be postponed if the weather does not cooperate;
- One of the new "Stay on Trail" signs has been put up along one of the T.J. Dolan trails on an existing post to see if the signage helps to keep people from making side trails. The City has posted information regarding staying on trails on social media and Mr. Merkley has sent the local paper information as well that can be published. Community Services staff will be installing the posts for the remaining signage later this spring/summer;
- The new turtle crossing signs have been received and will be installed later this spring;
- May 16, 2025 is the tentative date for the installation of the recently SDSS fabricated boardwalks;
- The Cemetery, Parks & Forestry Manager confirmed that the invasive Norway Maple in T.J. Dolan will be taken down soon.

Motion by Craig Merkley

Seconded by Anna Stratton

THAT the Energy & Environment Advisory Committee spend \$684.00 for supplies to complete the T.J. Dolan Boardwalk project started in 2024.

Carried

5. Supervisor of Waste Operations Update

Emily Skelding, Supervisor of Waste Operations, provided the following update:

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May 1, 2025

- The first household hazardous waste event this year was held on Saturday, April 26, 2025 at the landfill. There were approximately 420 vehicles that dropped waste off. Numbers are down compared to the 2020/21 stats, most likely as a result of pandemic and people doing extra cleaning and home projects. Since 2021, the numbers have remained consistent;
- Special event green bins have been dropped off at Market Square, Tom Patterson Island and the Boathouse for use during the Al Fresco program this summer;
- Four multi-residential buildings in Stratford have recently been added to the City's green bin program. This adds approximately 130 total units between the four buildings. Mike Sullivan inquired whether Ms. Skelding has data on how many multi-residential buildings are not yet participating in the green bin program. Ms. Skelding stated that less than 50% of multi-residential buildings are participating. A large challenge for buildings is storage of the green bins and taking the bins to curbside for pick up. Some condominiums are situated on private streets and do not participate in the City's garbage or organics collection programs. They are serviced by a private garbage service.
- Staff is currently crushing concrete at the landfill. They collect concrete and then have a contractor crush it to Grade-A gravel size to use for projects in the city. The rebar in the concrete gets recycled;

6. Active Transportation Advisory Committee (ATAC) Update

Vicky Trotter reported on the following from the April 23, 2025 ATAC Meeting:

- Confirmed that missing sidewalk links on Erie Street, Gordon Street and Willow Street will be installed in 2025;
- Additional pedestrian crossovers will be installed on Downie Street at George Street and on Downie Street at West Gore Street;
- Car-free Friday plans and the Festival cycle route signage project are both continuing;
- New metal sidewalk stencils for school travel planning have been ordered, as the previous ones were no longer usable by Public Works to paint the stencils.

Mike Sullivan inquired if ATAC has received any updates on the Road 111/Hwy 8 intersection and active transportation options. Vicky Trotter stated that they have not received any updates. Individuals were previously encouraged to submit their feedback

regarding the intersection online. Mr. Sullivan stated that when he spoke to representatives, the decision to build the intersection with provisions for pedestrians and bikes is not going to be made by the province unless requested by the City of Stratford. Ms. Trotter and Councillor Burbach stated that as this is a Perth East led project, these types of requests would need to come from Perth East as they were working with the MTO.

7. SDSS Eco Club Update

Zach Kritzer provided the following updates from the Eco Club:

- The week of April 21-25 was the SDSS Environment Week, with speakers and events throughout the week and ending with the Earth Day Street Party on Sunday, April 27th;
- The SDSS Eco Club and Green Industries class annual plant sale will be held on Saturday, May 10th from 10-12 p.m. at the school;
- Students will be working on the garden and constructing their raised garden boxes for their urban farm on Saturday, May 3rd from 10-12 p.m. (O'Loane at Smith Street). Emily Skelding will help arrange for the City to do a future drop off of compost for the garden.

8. E&E Committee Motions Update

Vicky Trotter provided the committee with a list of outstanding motions and noted there are no new updates to report since last meeting.

9. Business Arising from Previous Minutes

9.1 Climate Conversations Update

Felicity Sutcliffe reported that the green tourism topic at the last Climate Conversation event was very well received. Zac Gribble from Destination Stratford was the speaker and there were approximately 58 people in attendance. Mr. Gribble discussed the Global Destinations Sustainability Index and his five year plan for improving green tourism in Stratford. The goal is to get Stratford in the top 40 green cities. There are currently only three Canadian cities on the international list: Victoria, Montreal and Quebec City.

Theresa Albert also spoke at the event regarding her efforts to run a sustainable B&B. Ms. Albert provided great tips for attendees.

Mark McIntosh from VicWest Steel will be speaking at the next event regarding building a sustainable industry for tomorrow. This event will be held on May 27, 2025 at 7:00 p.m. at the Stratford City Hall Auditorium.

Felicity Sutcliffe attended the Earth Day Street Party on behalf of the E&E Committee and had a table set up with the invasive species information. There were 275 people in attendance, with lots of activities for kids. At the E&E table they had compost from the City for kids to plant sunflowers. Ms. Sutcliffe will also be attending the Garden Stratford meeting next week with the display.

Mike Sullivan thanked all the members who volunteered at recent events and for all their work putting together the displays and information to hand out.

9.2 Home & Leisure Show Review

Anna Stratton previously circulated notes from the Home & Leisure show to all the members. Members noted that the tree giveaway really attracted people to their booth. Another year they will run an activity or do a draw for a prize for children as well. Members suggested a pop-up banner for E&E would be something to consider purchasing to catch people's attention and draw them in.

9.3 Discussion on Working Groups

There was previous discussion on re-forming working groups, as well as forming one that might specifically support the implementation of the Community Climate Action Plan. A small group of members will meet to discuss specific action items and projects that the working groups could focus on accomplishing. Members will report back to the E&E Committee at the June meeting with their ideas.

10. New Business

10.1 EV Charging Station Proposal

Anna Stratton raised the issue of the upcoming EV charging station proposal for the Rotary Complex that the Manager of Climate Change Programs will be discussing at Council. Councillor Burbach explained that originally the grant funding was for a proposal to install four level 3 chargers in the Rotary Complex parking lot. However, the estimate for the chargers came in higher than anticipated and the City is required to match the funding they are receiving. Unfortunately, the statistics that the City has is mostly from the slower level 2

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chargers, which are not used as much as they are slower chargers and this is what Council based their decision to not support the higher amount. In order to still receive the funding, staff is proposing only installing two chargers to lessen the cost the City will be required to match.

Mike Sullivan explained the importance of having the level 3 chargers available for people to charge their vehicles. A level 3 charger takes approximately 1-2 hours to fully charge, as opposed to a level 2 charger that can take up to 12 hours to charge a vehicle. Level 2 charges are meant more for overnight charging. The level 3 chargers are important for residents who live in apartments or condominiums that do not have charging stations and also for visitors who come to Stratford and need to charge their vehicles. If faster level 3 charging stations are not available to visitors, it can deter people from choosing Stratford as a destination.

Felicity Sutcliffe and Councillor Burbach encouraged members to write letters of support for the level 3 charger to Councillors prior to the May 12, 2025 Council meeting to let Councillors know how important it is to continue installing the faster charging level 3 chargers in the city.

11. Upcoming Events

- Climate Conversation: Industry & Circular Economy – May 22, 2025 @ 7:00 pm

12. Date of Next Meeting

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, June 5, 2025, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

13. Adjournment

Motion by Ken Clarke

Seconded by Felicity Sutcliffe

THAT the May 1, 2025 Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:04 P.M.

Meeting End Time: 5:54 P.M.



Energy & Environment Advisory Committee

MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on June 5, 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, Zach Kritzer, Anna Stratton, Craig Merkley, Ken Clarke, Julia Schneider, Anita Jacobsen, Geoff Krauter, Linda Wakenhut, Councillor Larry McCabe, Vanni Azzano

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

Regrets: Councillor Jo-Dee Burbach, 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 4:04 p.m.

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

Reading of the Respectful Workplace Conduct Statement

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of the Previous Minutes

Motion by Felicity Sutcliffe

Seconded by Anita Jacobsen

THAT the minutes from the Energy & Environment Advisory Committee meeting dated May 1, 2025 be adopted as amended.

Item 9.1 – corrected spelling of Theresa Albert. Carried

4. Working Group Updates:

Ecological:

Craig Merkley provided the following update from the Ecological working group:

- Four 16 ft. sections of the boardwalk have been installed on the path in T.J. Dolan. Installation went well and they look great. Happy to see the positive comments online. Vicky Trotter reported that since installing them there have been (650) interactions with the boardwalk post (shared, commented, liked). Ken Clarke noted that most of the comments were people requesting that there were more of them, which has a positive impact on the project and the plans to continue making more;
- Three large mature invasive Norway maple trees have been taken down in T.J. Dolan. There are a few more that have been identified by the tree-removal company that should also come down. The extra light will now help the American Chestnut trees grow;
- There was a weed pull held on May 28, 2025 along the north shore. There were approximately 12 people pulling out invasives along the top of the cribs;
- The next weed pull will be scheduled for late June in T.J. Dolan;
- Native grass plugs have been planted along the south shore of the river in the step cribs (eastern one);
- There continues to be drainage issues along the multi-use trail and they will need to choose plants that will do well in wet areas;
- Two boulevard sections along part of the T.J. Dolan trail will be filled in with gravel as it was difficult to maintain it as a garden area with vehicles driving on it;
- The UTRCA placed pesticide signs in the T.J. Dolan area, as they were going to spray the Japanese Knotweed, however they did not spray due to the rain. They have since decided to wait until August to spray when the seeds come up and will have better success eradicating it;
- The new turtle crossing signs are now installed on Romeo Street.

5. Supervisor of Waste Operations Update

No new updates.

6. SDSS Eco Club Update

Zach Kritzer provided the following updates from the Eco Club:

- The Eco Club will be meeting with their school principal to discuss banning plastic water bottles from SDSS;
- Students will be planting at their urban farm (Smith Street) on Saturday, June 7, 2025. Volunteers are welcome to join them;
- The planned TEDx Talk has now been moved to the fall;
- The Eco Club may co-host one of the Climate Conversation events in the fall;
- The Eco Club has recently held an election for next year's positions. There will be two grade ten students co-chairing next year;

Zach Kritzer let the committee know that he will not be renewing his application as the student rep for E&E as he will be leaving for University in the fall. Staff will forward the Advisory Committee link for him to share with any other students who might be interested in applying for the youth position. This position will also be advertised in the fall with the other vacant positions.

Christine Ritsma, who has been the teacher working with the Eco Club, will be retiring this month. E&E members requested if a card could be sent. Vicky Trotter will look into arranging this.

7. E&E Committee Motions Update

Vicky Trotter stated that the take-out container levy report will be going to the June 17, 2025 Finance and Labour Relations Sub-Committee meeting.

8. Business Arising from Previous Minutes

8.1 Climate Conversations Update

Felicity Sutcliffe reported that on May 22, 2025 they hosted a Climate Conversation on building a sustainable industry for tomorrow. There were approximately 48 people in attendance and some also attending virtually. Mark McIntosh from Vicwest had a great presentation, showing the impact of tackling greenhouse gases at a large company, giving a lot of examples of solar options and water capturing.

The next Climate Conversation will be held on June 26, 2025. The topic for this discussion is connecting for climate change action with guest speaker UWO Professor, Katrina Moser.

The June Conversation is the last event scheduled, so organizers will be posting an online survey to find out what people would like to see for future community events. Collaborations work very well, and a possible partnership with the SDSS Eco Club and Climate Momentum will be scheduled for the fall. On Friday, June 27, 2025 from 4:30-6:00 p.m. there will be a meeting at the Falstaff Centre with various interested parties to discuss ideas for future events. Ms. Sutcliffe also thanked Julia Schneider for her recent article on green tourism. The article was excellent and helps highlight issues and topics discussed.

8.2 New Working Group Discussion

Anna Stratton has met with Sadaf Ghalib and discussed ideas on what assistance a working group could provide. There was a suggestion that the working group could help create tool kits initially providing information on items such as heat pumps, electric vehicles, etc. The challenge will be, how do you reach people? Should there be a publication created that could be mailed out, posted on social media or posted in local newspapers? Could they create a reference tool for easy access to information?

Other suggestions that the working group could work on:

- Neighbourhood park stewardship;
- T.J. Dolan information regarding encroachments, invasive species, side trails, cutting/removing vegetation, dumping;
- Stormwater mitigation;
- Carbon reduction measures to encourage retrofitting existing buildings;
- E-scooter and/or bike rental program;
- Solar panel programs, solar hot water, expanding tree cover;
- Terracycle Boxes location around the City for non-blue bin items;
- Partnering with the SDSS Eco Club;
- Green living section for the Home & Leisure Show;
- Walkable/Bikeable City options.

Julia Schneider noted the importance, with any of the information that the working group distributes, is consistency. It is often the case that people get

diverse communications and do not know what information is correct. It is confusing and then items just end up going into the garbage.

Anita Jacobsen stated that the working group should be mindful of printing up-to-date information. Information changes rapidly and printing a publication can be expensive and go out of date quickly. Anna Stratton suggested developing the tools could be the first step and then working towards either digital or hard copy. The idea would be more of a reference sheet that could be reviewed and updated twice per year.

Vanni Azzano agreed that a mail-out may not be an effective way of getting information out. Perhaps having the information included in a section of the local newspapers would be a cost-effective option. Mr. Azzano also noted that there are toolkits already developed that the working group could adapt to suit Stratford. Members also suggested that information could be posted throughout the City on community boards to reach people who might not be on social media or get the newspaper. Vicky Trotter shared with the committee an example of the Active Transportation Advisory Committee's Report Card that they created and update annually with statistics for Stratford.

Councillor McCabe suggested that the working group could focus their source of education on one issue at a time to have the greatest impact.

Linda Wakenhut, Mike Sullivan, Julia Schneider and Anna Stratton have volunteered for the new Education & Engagement Working Group.

9. New Business

9.1 Review of 2025 Budget Funds

Members discussed plans to complete 2024 projects over the summer and fall to ensure that the budget is allocated and funds are used prior to the end of the year.

Community Projects & Initiatives:

- Completion of more T.J. Dolan boardwalks this fall (\$3,000);
- Signage/posts for the boot brushes at T.J. Dolan entrances/exits (\$1,000);
- Entrance sign for T.J. Dolan (\$4,500) and will possibly try and partner with another group to lower the cost;
- Miscellaneous materials purchased (\$500);
- Posts for T.J. Dolan "Stay on the Trail" signage (dollar amount unknown).

Naturalization Projects:

- Fall tree-planting (\$2500);
- Woodland plants for backfilling in T.J. Dolan (\$1,000);
- Oak Trees (\$500).

Community Education & Engagement:

- T.J. Dolan encroachment information (\$500);
- E&E banner/sign (\$500) – Vicky Trotter will research information.

Motion by Anita Jacobsen

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee spends up to a maximum of \$1,000.00 to purchase posts and signage for the new boot brush stations for T.J. Dolan. Carried

9.2 2026 E&E Budget Request for Council

Motion by Vanni Azzano

Seconded by Julia Schneider

THAT the Energy & Environment Advisory Committee requests a 2026 budgetary figure of \$17,500.00 from the City of Stratford. Carried.

Community Projects & Initiatives - TJ Dolan improvements, working group projects, invasive species action	\$10,000.00
Naturalization Projects - Shoreline, plantings	\$ 5,000.00
Community Education & Engagement	<u>\$ 2,500.00</u>
TOTAL	\$17,500.00

9.3 Transit Passes for Students

Mike Sullivan proposed looking into free transit passes for students to get youth to start using the bus system more often.

Vicky Trotter reported that the City has distributed free bus passes for students in the past in conjunction with the School Boards, however this program has recently stopped. The School Boards are now putting their extra funding towards extra yellow school buses to run routes to school.

Ms. Trotter will gather additional information on this issue for further discussion at the September meeting.

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10. Upcoming Events

- Climate Conversation: [Connecting for Climate Change Action](#) – June 26, 2025 @ 7:00 pm (City Hall Auditorium)

12. Date of Next Meeting

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

13. Adjournment

Motion by Zach Kritzer

Seconded by Vanni Azzano

THAT the June 5, 2025 Energy & Environment Advisory Committee meeting adjourn. Carried

Meeting Start Time: 4:04 P.M.

Meeting End Time: 6:03 P.M.