



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

Date: January 30, 2019
Time: 4:30 P.M.
Location: City Hall Auditorium

Sub-committee Present: Councillor Vassilakos - Chair Presiding, Councillor Burbach - Vice Chair, Councillor Gaffney, Councillor Sebben

Regrets: Councillor Ingram

Staff Present: Ed Dujlovic - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Jodi Akins - Council Clerk Secretary, Mike Beitz - Corporate Communications Lead

Also present: Members of the Public, Councillor Martin Ritsma

1. Call to Order

The Chair called the Meeting to Order.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made at the January 30, 2019 Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Director of Infrastructure and Development Services

4.1 Proposed Parking Restrictions on Douglas Street (ITS19-003)

Staff Recommendation: THAT two 'S'- curve warning signs be installed on Douglas Street at the approaches to the 'S'-curve.

Sub-committee Discussion: The Director reviewed the staff report, noting that the majority of residents surveyed preferred no parking changes. Staff are recommending installation of two "S" curve warning signs to alert users not familiar to the area to the double bend in the road.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT two 'S'- curve warning signs be installed on Douglas Street at the approaches to the 'S'-curve.

Carried

4.2 Proposed Parking Restrictions on Fairfield Drive (ITS19-004)

Staff Recommendation: THAT the current parking allowed on both sides of Fairfield Drive be maintained.

Sub-committee Discussion: The Chair noted that there were several members of the public in the gallery with respect to this item.

The Director reviewed the staff report, advising that a resident raised concerns with parking on both sides of the street. Staff sent out a questionnaire to residents and the majority of respondents preferred no parking changes.

A resident referred to an area on Fairfield that is off the road allowance but is paved and plowed and asked whether they can park there. It was

suggested that area, as well as the end of the McCarthy road allowance, can accommodate a number of cars and could be used for resident and guest parking.

A resident raised concerns with snow plowing occurring when cars are parked on the street and the amount of snow left on the road when the cars move and requested that the City consider limiting parking to one side of the street and/or permitting parking on the two berm areas.

In response to a question from Sub-committee, the Director confirmed that the end of McCarthy road allowance is an area that snow is dumped in the winter and the area at the end of Fairfield is likely a temporary turning circle for emergency vehicles.

The Chair requested that staff provide responses to what those areas are for when this item comes to Committee.

A resident noted that the end of Fairfield is high density, with narrow lots, and stated his concern with cars parked on both sides of the street and children playing in the area.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT the current parking allowed on both sides of Fairfield Drive be maintained.

Carried

4.3 Amendments to Traffic and Parking By-law 159-2008 (ITS19-005)

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

By Adding:

Street to Yield	Traffic Direction	Through Street
Blowes Drive	Eastbound	Orr Street
Ahrens Drive	Northbound	Russell Drive

Ahrens Drive	Southbound	Thomas Street
Brown Street	Southbound	Thomas Street
Russell Drive	Eastbound	Brown Street

By Deleting:

Street to Yield	Traffic Direction	Through Street
Robertson Drive	Westbound	Fraser Drive
Davidson Drive	Westbound	Fraser Drive
Fraser Drive	Southbound	Forman Avenue

AND THAT the Traffic and Parking By-law No. 159-2008, Schedule 11 – Through Highways be amended:

By Adding:

Street	Between
Fraser Drive	From north side of Forman Avenue to the south side of McCarthy Road West

Sub-committee Discussion: The Director advised that these are some housekeeping items as the City is taking over subdivisions. As the City assumes them from the developer, the proper signs need to be put up and the Traffic and Parking By-law amended.

Motion by Councillor Burbach

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

By Adding:

Street to Yield	Traffic Direction	Through Street
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Blowes Drive	Eastbound	Orr Street
Ahrens Drive	Northbound	Russell Drive
Ahrens Drive	Southbound	Thomas Street
Brown Street	Southbound	Thomas Street
Russell Drive	Eastbound	Brown Street

By Deleting:

Street to Yield	Traffic Direction	Through Street
Robertson Drive	Westbound	Fraser Drive
Davidson Drive	Westbound	Fraser Drive
Fraser Drive	Southbound	Forman Avenue

AND THAT the Traffic and Parking By-law No. 159-2008, Schedule 11 – Through Highways be amended:

By Adding:

Street	Between
Fraser Drive	From north side of Forman Avenue to the south side of McCarthy Road West

Carried

5. Report of the Deputy Clerk

5.1 Flat Roof Ontario Inc. Request for Meter Hood Rental Fee to be Waived (ITS19-001)

Staff Recommendation: THAT Flat Roof Ontario Ltd., be required to pay the meter hood rental fee of \$2,318.76 incurred during the period of August 14, 2018 to November 30, 2018.

Sub-committee Discussion: The Deputy Clerk advised that the City received a request from Flat Roof Ontario for their meter hood rental fees to be waived. Staff are not recommending waiving of the fees as all meter hood renters are required to sign an agreement stating that they will comply with the terms, including payment of a daily rate.

In response to a question, the Deputy Clerk clarified that Flat Roof Ontario did complete the rental agreement, however as it contains personal information, a blank one was attached to the agenda. As to whether they were contacted at 60 days as per the agreement, the Deputy Clerk advised that approximately every sixty days notices are sent out and staff also make every effort at the counter that the renters are aware of what they are signing and agreeing to.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT Flat Roof Ontario Ltd., be required to pay the meter hood rental fee of \$2,318.76 incurred during the period of August 14, 2018 to November 30, 2018.

Carried

5.2 Refreshment Vehicles in the Downtown (ITS19-002)

Staff Recommendations: THAT no further action be taken by staff regarding identifying a location for a refreshment vehicle in the downtown core until the development of a community hub commences;

AND THAT refreshment vehicles continue to be permitted as part of special events in the downtown.

Sub-committee Discussion: The Deputy Clerk noted that this item has been coming back for over two years and staff have identified a final location for a refreshment vehicle downtown, being the old skatepark located near the transit terminal. Concerns were raised by the BIA that the location is a bit isolated from downtown. Due to those concerns, staff are recommending that this item be filed until the Community Hub is developed. She noted that refreshment vehicles would still be permitted for events and that staff have advised that parking will not be added at 39 George Street so that location could be considered.

Discussion took place regarding the process should someone come forward wanting to locate a food truck at the old skatepark. The Deputy Clerk clarified that staff would bring it forward to Council at that time.

As to how this matter came forward, the Deputy Clerk responded that as

part of the current business licencing by-law, it provides for a refreshment vehicle located downtown, as well as a hot dog cart. When Market Square was completed it was determined a refreshment vehicle would not be located there and Council provided direction at that time to review alternate locations. Staff recommended 39 George Street in 2017 and were given direction to continue looking for locations. Staff receive inquiries from time to time regarding interest in refreshment vehicles and hot dog carts and will be issuing a RFP for the hot dog cart operation.

In response to whether staff would issue an RFP for the old skatepark location at the same time, the Deputy Clerk advised that a hot dog cart RFP already exists so it can go right away, but one would need to be drafted for a refreshment vehicle.

It was suggested that planning ahead by drafting the RFP may be wise. Concern was also raised about choosing a location that may become a construction zone.

In response to a question regarding Ken's Fries, the Deputy Clerk advised that their licence had expired prior to commencing construction and following the completion of Market Square, it was determined that a refreshment vehicle would not be located in Market Square. There has not been an opportunity for a business to apply for a downtown refreshment vehicle licence since.

The Deputy Clerk clarified that five year terms have been past practice to allow for continuity for the business owner and that as per the City's Purchasing Policy, an RFP would need to be completed so there is no guarantee that someone expressing interest would be the successful proponent.

With respect to parking at 39 George Street, the Director advised that it would be very costly to create parking there and staff have not heard back regarding an expression of interest from Chocolate Barrs.

In response to a suggestion that staff complete the paperwork now to designate potential spots as it may prevent someone coming forward with an unsuitable location, the Deputy Clerk stated that staff would require a decision of Council to establish the locations and amend the Business

Licensing By-law. If they were going to do that, it would make sense to issue an RFP at the same time.

Motion by Councillor Gaffney

Sub-committee Recommendations: THAT no further action be taken by staff regarding identifying a location for a refreshment vehicle in the downtown core until the development of a community hub commences;

AND THAT refreshment vehicles continue to be permitted as part of special events in the downtown.

Carried

6. Capital Project Update

Sub-committee Discussion: The Director of Infrastructure and Development Services provided an update on capital projects. The update is attached to the February 11, 2019 ITS Committee agenda. Additional comments are as follows:

All approvals are in place for the Queen Street Storm Sewer and staff are looking at construction in 2020. The City has applied to the federal government's disaster mitigation fund (DMAF) and have made it to stage 2. Staff are hoping to hear in a few months whether funding will be received. It will be 60% funding.

Staff are bringing forward a report on the local improvement policy as directed by Council in February.

Asphalt resurfacing is scheduled in 2019 for O'Loane Avenue from Danneker to Lorne Avenue. This is a boundary road with Perth South so they will be contributing to the cost of that project.

In response to how downtown is being defined for the downtown traffic study, the Director stated that Church, Ontario, George and Downie Streets and everything in between is included and from a staff perspective, the area by the YMCA and the transit terminal is included.

With respect to the Yield signs at the transit terminal and whether it is required by law, the Director advised that it is not a regulatory sign and is a nice ask.

In response to Item 16 regarding signal intersection updates for AODA compliance and whether it was replacing current ones, the Director advised they would update any current ones to ensure compliance and then proceed on to any intersections that don't have them. The City is working with CNIB regarding some technology they have funds for and will be testing the technology at some intersections.

With respect to Oxford Street reconstruction, it was noted that there has historically been no parking on one side of the street and questioned whether there was a continued need for no parking on the south side of the street. The Director stated he would need to look in to the details and bring back a report.

Motion by Councillor Gaffney

Sub-committee Decision: THAT staff bring back a report regarding removing no parking restrictions on Oxford Street between Romeo Street and Burritt Street.

Carried

7. Advisory Committee/Outside Board Minutes

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

ATAC minutes of September 26 and November 28, 2018

8. New Business

The Chair advised that she had a discussion with the Director of Infrastructure and Development Services regarding the difference between items that get brought up at Sub-committee for referral to staff that require a Council decision and the types of concerns that are brought up by citizens such as speeding or traffic issues.

It was suggested that questions or concerns from the public be forwarded to the appropriate Director and that Director can advise whether staff can deal with the matter or whether it is something that needs to come to Sub-committee for a recommendation to Council.

The Director concurred, noting that there are regular programs in place that do not require decisions of Council to assist the public. If it is a one-off or unusual situation, staff will bring it forward to Sub-committee.

The Fire Chief suggested that the more information provided before the meeting, the better prepared staff can be to help Sub-committee make a decision, rather than having to have the matter referred back to staff for more information.

An example was provided regarding speeding on a certain street. The Director stated that staff are looking for more information and noted that a lot of time, when speed counts are completed, there is not a lot of actual speeding, it just appears as if they are. Staff have a good rapport with Stratford Police Services. They have requested that staff forward data collected and the police will allocate their resources accordingly.

It was noted that all high school kids will soon be going to the same campus and they could be proactive regarding solutions for potential issues.

The Director advised that traffic counts have been completed at Huron and Forman as part of another matter so staff have that information. Discussion took place regarding parking problems and overflow onto side streets. The Fire Chief stated that they have issued tickets in the past for parking in the fire lane but as soon as they stop, the problem persists. It was noted that there are two underutilized areas - one off Matilda Street and one directly behind the former Montessori school, that could be used for parking.

In response to a question regarding cones at crossing guard crossings, the Deputy Clerk confirmed that a new strategy was implemented at all school crossing locations using cones and new flashing signs. A few concerns have been noted but feedback has been received that the cones are slowing traffic down. Continued review will take place to see how it is working in each location.

The Chair stated that in 2008, City staff prepared an extensive report regarding greenhouse gas emissions for the City and advised that she would share it with the Sub-committee for discussion during a future meeting regarding progress made and any outstanding items Council could move forward.

9. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is February 27, 2019 at 4:30 p.m. in the Council Chamber, City Hall.

10. Adjournment

Motion by Councillor Gaffney

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

Carried

Meeting Start Time: 4:30 pm

Meeting End Time: 5:22 pm