



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

Date: May 29, 2019

Time: 4:30 P.M.

Location: Council Chamber, City Hall

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

Staff Present: Nancy Roulston - Manager of Engineering, John Paradis - Fire Chief, Michael Mortimer - Manager of Environmental Services, Tatiana Dafoe - Deputy Clerk, Jodi Akins - Council Clerk Secretary, Joan Thomson - City Clerk, Allison Jordan - Events Coordinator

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 May 29, 2019 Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Project Engineer

4.1 Level 2 Pedestrian Crossovers – Acceptance and Implementation (ITS19-030)

Staff Recommendation: THAT Council confirm support for the future installation of warranted Level 2 Pedestrian Crossovers in the City;

THAT the installation of Pedestrian Crossovers be considered as part of the 2020 Capital Budget;

AND THAT the Director of Infrastructure and Development Services becomes responsible for the justification report on whether a proposed pedestrian crossover is warranted. [delegated authority]

Sub-committee Discussion: The Manager of Engineering advised this report provides background information on pedestrian crossings. Staff would like to start installing them next year if there is sufficient budget. Counts will be completed and brought forward to Council.

In response to whether there were any specific spots planned, the Manager provided several examples such as St. Vincent Street near the school, one across from Sobeys on O'Loane Avenue and one at the high schools. This type of crossing would not be suitable for Huron and Huntingdon.

Discussion took place regarding specific types of pedestrian crossings, potential backup of traffic and whether these crossings were intended to replace crossing guards. The Manager advised that it was not her expectation to replace crossing guards.

The Health Unit will be involved in public education and has a program that staff would like to duplicate.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT Council confirm support for the future installation of warranted Level 2 Pedestrian Crossovers in the City;

THAT the installation of Pedestrian Crossovers be considered as part of the 2020 Capital Budget;

AND THAT the Director of Infrastructure and Development Services becomes responsible for the justification report on whether a proposed pedestrian crossover is warranted. [delegated authority]

Carried

5. Report of the Events Coordinator

5.1 Request for Exemption from Noise Control By-law 113-79 for the 2019 Norman Street Party (ITS19-035)

Staff Recommendation: THAT approval be given to the request from the organizers of the 2019 Norman Street Party for exemptions from Noise Control By-law 113-79 in a residential zone to permit amplification of sound from 7:00 p.m. to 12:00 a.m., the loading and unloading provision [Schedule 2 clause 4] from 11:30 p.m. to 12:00 a.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 12:00 p.m. on Saturday, June 22, 2019 to 12:00 a.m. on Sunday, June 23, 2019.

Sub-committee Discussion: The Events Coordinator reviewed the organizer's request, noting that although this event is in its 19th year, this is the first time a noise by-law exemption has been requested.

Notices were circulated to residents within 120m and no concerns were received.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT approval be given to the request from the organizers of the 2019 Norman Street Party for exemptions from Noise Control By-law 113-79 in a residential zone to permit amplification of sound from 7:00 p.m. to 12:00

a.m., the loading and unloading provision [Schedule 2 clause 4] from 11:30 p.m. to 12:00 a.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 12:00 p.m. on Saturday, June 22, 2019 to 12:00 a.m. on Sunday, June 23, 2019.

Carried

5.2 Request for Exemption from Noise Control By-law 113-79 for the 2019 Family Movie Night (ITS19-036)

Staff Recommendation: THAT approval be given to the request from the organizers of the Family Movie Night for exemptions from Noise Control By-law 113-79 in a commercial zone to permit the loading and unloading provision [Schedule 2 clause 4] from 11:30 p.m. to 12:00 a.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 2:00 p.m. on Saturday, July 6, 2019 to 12:00 a.m. on Sunday, July 7, 2019.

Sub-committee Discussion: The Events Coordinator advised that this is a first time event to be held in Market Square. There have been several similar events held in the square and all were well attended.

Notice was circulated to all residents within 120 m of the event. No concerns were received.

Discussion took place regarding the organizers and the type of film being shown. The Events Coordinator noted that the City's only concern with respect to the film is that it has a PG rating.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT approval be given to the request from the organizers of the Family Movie Night for exemptions from Noise Control By-law 113-79 in a commercial zone to permit the loading and unloading provision [Schedule 2 clause 4] from 11:30 p.m. to 12:00 a.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 2:00 p.m. on Saturday, July 6, 2019 to 12:00 a.m. on Sunday, July 7, 2019.

Carried

5.3 Stratford Summer Music 2019 – Firework Display Approval, Use of Municipal Property, and Noise Control By-law 113-79 Exemption (ITS19-037)

Staff Recommendation: THAT the request to set off fireworks on municipal property for the Stratford Summer Music Opening Fireworks Display on Monday, July 15, 2019 in Lower Queen's Park be approved, subject to Fireworks By-law 73-2006, and the necessary permits being obtained prior to the event;

THAT the request to temporarily place newspaper boxes on municipal property to distribute advertising material for the 2019 Summer Music events be approved, subject to prior approval of locations by the Infrastructure and Development Services Department;

THAT the request to temporarily place sandwich board signs on municipal property to promote the 2019 Summer Music events be approved, subject to obtaining sign permits from the City;

THAT the request to temporarily place a kiosk on municipal property at the banks of the Avon River at the location of the MusicBarge, to provide information for the 2019 Summer Music events, be approved;

AND THAT the request to operate a MusicBarge on the Avon River during the 2019 Summer Music event, be approved, subject to the necessary permits being obtained.

Sub-committee Discussion: The Events Coordinator reviewed the list of requests from the event organizers, noting that these are annual requests.

Concern was raised regarding effects of fireworks on river wildlife and a suggestion was made to involve a wildlife rehabilitation organization in the permit process for fireworks applications.

The Events Coordinator stated that the organizers did complete the events application, which includes circulation to the Parks Board and the Manager of Parks, Forestry and Cemetery and no concerns were noted. The City Clerk questioned whether a wildlife rehabilitation organization would have any authority to consult or issue permits in the City.

The Chair suggested that the Sub-committee member research effects of fireworks on wildlife and whether any other municipality has a wildlife specific permit and bring the matter to the Parks Board.

In response to whether fireworks would be banned from other holidays such as Victoria Day and Canada Day, the Sub-committee member indicated that if the data shows potential harm, then yes.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT the request to set off fireworks on municipal property for the Stratford Summer Music Opening Fireworks Display on Monday, July 15, 2019 in Lower Queen's Park be approved, subject to Fireworks By-law 73-2006, and the necessary permits being obtained prior to the event;

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AND THAT the request to operate a MusicBarge on the Avon River during the 2019 Summer Music event, be approved, subject to the necessary permits being obtained.

Carried

Motion by Councillor Sebben

THAT the matter of fireworks held within a certain proximity to wildlife in the City be referred to the Parks Board and Community Services staff.

Defeated

6. Report of the Deputy Clerk

6.1 2019 Erie Street Parking Lot Improvements Open House (ITS19-032)

Staff Recommendation: THAT the report entitled "2019 Erie Street Parking Lot Improvements Open House" be received for information.

Sub-committee Discussion: The Deputy Clerk reviewed the management report, noting that both positive and negative feedback was received.

The next step is preparing conceptual drawings and present them at an open house for public feedback. In response to whether an open air deck design was considered, the Deputy Clerk stated that all design options available will be looked at.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT the report entitled "2019 Erie Street Parking Lot Improvements Open House" be received for information.

Carried

6.2 Available Locations for the Operation of a Refreshment Vehicle in the Downtown Core (ITS19-033)

Staff Recommendations: THAT no further action be taken by staff regarding identifying a location for a refreshment vehicle in the downtown core until a final decision is made on whether 39 George Street will be converted into a parking lot or 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 stated that staff previously recommended filing this item, following which a local business expressed interest and staff was directed to look at further options. Staff identified three potential options.

In response to questions regarding a hot dog stand and the old skate park location, the Deputy Clerk advised that the RFP for a hot dog cart was recently awarded and should be operational soon and the old skate park location would be coming available following completion of construction at the transit hub. By the time the site is cleaned and available, the season may be almost over.

Motion by Councillor Ingram

Sub-committee Recommendations: **THAT no further action be taken by staff regarding identifying a location for a refreshment vehicle in the downtown core until a final decision is made on whether 39 George Street will be converted into a parking lot or the development of a community hub commences;**

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

Carried

7. Report of the Manager of Environmental Services

7.1 2018 Stratford Water Pollution Control Plant Annual Report (ITS19-028)

Staff Recommendation: THAT the 2018 Stratford Water Pollution Control Plant Annual Report be received for information.

Sub-committee Discussion: The Manager of Environmental Services advised that this report is required to be produced annually. OCWA prepared the report and all regulatory requirements were met.

The City continues to have overflow events (8 last year) which is common around the world and are operating at 60% capacity, which indicates that overflows are not a capacity issue but a localized weather related issue.

There were two bypass events, one due to equipment failure and one pre-approved by the Ministry of the Environment, Conservation and Parks.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT the 2018 Stratford Water Pollution Control Plant Annual Report be received for information.

Carried

8. Report of the City Clerk

8.1 Encroachment Application for 1 Ontario Street (ITS19-040)

Staff Recommendation: THAT the application be approved for an encroachment by the owner of 1 Ontario Street, to permit the existing stairs, concrete planters and roof overhang to encroach a total of 38.1m² onto City property at 1 Ontario Street;

AND THAT the annual fee of \$2,609.01, adjusted yearly by the CPI, be added to the property tax bill for 1 Ontario Street.

Sub-committee Discussion: The Clerk advised that this application was received as a result of a Committee of Adjustment decision with respect to two consent applications. It was noted that the encroachment is actually on Church Street.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT the application be approved for an encroachment by the owner of 1 Ontario Street, to permit the existing stairs, concrete planters and roof overhang to encroach a total of 38.1m² onto City property on Church Street;

AND THAT the annual fee of \$2,609.01, adjusted yearly by the CPI, be added to the property tax bill for 1 Ontario Street.

Carried

9. Report of the Energy and Environment Committee

9.3 Adopting Carbon Footprint and Greening of the Community Goals and Updating the Current Roundtable for the Environment Document into an Action Plan (ITS19-039)

Staff Recommendation: THAT the Energy and Environment Committee resolutions recommending Council adopt goals of reducing the community carbon foot print and increasing the greening of the community as priority items and converting the Roundtable for the Environment document into an Action Plan, be referred to the City's Strategic Priorities Implementation Process.

Sub-committee Discussion: Discussion took place regarding moving forward on environmental priorities, that they fit in well with some of the City's strategic priorities and that this will be a rebranding of sorts for the document.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT the Energy and Environment Committee resolutions recommending Council adopt goals of reducing the community carbon foot print and increasing the greening of the community as priority items and converting the Roundtable for the Environment document into an Action Plan, be referred to the City's Strategic Priorities Implementation Process.

Carried

9.1 Banning Single Use Plastic in the City of Stratford (ITS19-034)

Staff Recommendation: THAT the Energy and Environment Advisory Committee request for staff to review the recommendations from Plastic Free Guelph on a similar initiative for Stratford and the request to research the feasibility of banning single-use plastic bags, be referred to Infrastructure and Development Services Department staff.

Sub-committee Discussion: The Chair stated that following discussion with staff she suggests that Items 9.1 and 9.2 be referred to the Roundtable for the Environment Action Plan as part of the Strategic Priorities implementation.

In response to who would be driving the Action Plan forward, the Manager responded that the Roundtable report has various sections for individual departments.

When it was noted that a Sub-committee member hoped to see the single-use bag ban roll through faster, the Clerk suggested that perhaps staff and the Energy and Environment Committee could identify some "easy wins" to bring forward. It was suggested by a Sub-committee member that staff should wait to see the results of the request to Guelph City Council to ban single-use bags.

The Clerk noted that as part of their review, staff do reach out to colleagues in other municipalities regarding best practices.

Motion by Councillor Ingram

Sub-committee Recommendation: THAT the Energy and Environment Advisory Committee request for staff to review the recommendations from Plastic Free Guelph on a similar initiative for Stratford and the request to research the feasibility of banning single-use plastic bags, be referred to staff to work with the Energy and Environment Committee on converting the Roundtable for the Environment document to an Action Plan, as part of the City's Strategic Priorities Implementation process.

Carried

9.2 City of Stratford Dog Waste Collection Program (ITS19-038)

Staff Recommendation: THAT the Energy and Environment Committee recommendation for staff to investigate the feasibility of a dog waste collection program in the City, be referred to staff.

Sub-committee Discussion: It was stated by a Sub-committee member that spending money on dog waste was a waste of resources. It was suggested that it be left to staff and including it on the Roundtable Action Plan does not cost money.

Motion by Councillor Burbach

Sub-committee Recommendation: THAT the Energy and Environment Committee recommendation for staff to investigate the feasibility of a dog waste collection program in the City, be

referred to the City's Strategic Priorities Implementation Process as part of converting the Roundtable for the Environment document into an Action Plan.

Carried

10. Report of the Director of Infrastructure and Development Services

10.1 Huron Street and Huntingdon Avenue School Crossing Study Results (ITS19-029)

Staff Recommendation: THAT the report titled Huron Street (Hwy 8) Pedestrian Crossing Study Intersection of Huron Street with Huntingdon Avenue in Stratford, Ontario prepared by R.V. Anderson Associates Limited be sent to the Ministry of Transportation Ontario as the technical basis for requesting vehicular traffic signalization at this location;

AND THAT City staff initiate discussions with Ministry of Transportation Ontario staff for the approval to install the appropriate traffic control signals at the intersection of Huron Street and Huntingdon Avenue.

Sub-committee Discussion: The Manager of Engineering stated that further to Council direction, staff retained R.V. Anderson to undertake a traffic study and it was determined that no safe gaps could be created.

Staff would like to take the study to the MTO and request approval to install appropriate traffic control signals at this location.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT the report titled Huron Street (Hwy 8) Pedestrian Crossing Study Intersection of Huron Street with Huntingdon Avenue in Stratford, Ontario prepared by R.V. Anderson Associates Limited be sent to the Ministry of Transportation Ontario as the technical basis for requesting vehicular traffic signalization at this location;

AND THAT City staff initiate discussions with Ministry of Transportation Ontario staff for the approval to install the appropriate traffic control signals at the intersection of Huron Street and Huntingdon Avenue.

Carried

10.2 Huntingdon Avenue No Parking Request (ITS19-031)

Staff Recommendation: THAT Traffic and Parking By-law 159-2008 be amended as follows:

Schedule 2 (No Parking) be amended by adding:

Huntingdon Avenue West From Huron Street to a point 37.5 m south of Huron Street Anytime

Sub-committee Discussion: The Manager of Engineering received a resident request to restrict parking on the west side of Huntingdon between Huron and Norman Streets. Staff are in support of the request.

Discussion took place regarding previous traffic concerns in the area and a section that was made no parking 3-4 years ago.

Motion by Councillor Sebben

Sub-committee Recommendation: THAT Traffic and Parking By-law 159-2008 be amended as follows:

Schedule 2 (No Parking) be amended by adding:

Street	Side	Between	Period
Huntingdon Avenue	West	From Huron Street to a point 37.5 m south of Huron Street	Anytime

Carried

11. Capital Project Update

Sub-committee Discussion: The Manager of Engineering provided a verbal update on the status of various engineering capital projects as follows:

The Quinlan Forcemain and Pump Station projects are under way and on schedule.

Construction on Pleasant Drive begins Monday.

The balance of the project update was attached to the May 29, 2019 Sub-committee agenda.

12. Advisory Committee/Outside Board Minutes

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

Active Transportation Advisory Committee minutes of January 23 and February 27, 2019

Accessibility Advisory Committee minutes of February 5, March 5 and April 2, 2019

Energy and Environment Committee minutes of February 7, March 14 and April 4, 2019

Stratford Town and Gown Committee minutes of November 15, 2018

13. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is June 26, 2019 at 4:30 p.m. in the Council Chamber, City Hall.

14. Adjournment

Motion by Councillor Ingram

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

Carried

Meeting Start Time: 4:28 pm

Meeting End Time: 5:29 pm