



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

Date: Wednesday, October 25, 2017

Time: 4:30 P.M.

Location: Council Chamber, City Hall

Sub-committee Present: Councillor McManus - Chair Presiding, Councillor Brown - Vice Chair, Councillor Beatty, Councillor Bunting, Councillor Henderson

Staff Present: Ed Dujlovic - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Jodi Akins - Council Clerk Secretary, Michael Mortimer - Manager of Environmental Services, Kate Simpson - Waste Reduction Coordinator, Taylor Crinklaw - Project Engineer

Pages

1. Call to Order

The Chair to call 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

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3. Delegations

None scheduled.

4. Report of the Manager of Environmental Services

- 4.1 Cost Sharing of Restoration following Unplanned Water Repairs at 30 Rutherford Drive (ITS17-068) 4 - 7

Motion by _____

Staff Recommendation: THAT the current process continues to be followed and that any costs not related to restoration of damaged surfaces be the responsibility of the homeowner.

5. Report of the Director of Infrastructure and Development Services

- 5.1 Stratford Landfill Public Input Invited October 2017 (ITS17-066) 8 - 9

Motion by _____

Staff Recommendation: THAT Council consider any comments received;

AND THAT the report on the Stratford Landfill Public Input October 2017 be received for information.

- 5.2 New Services Agreement with the Ontario Clean Water Agency (OCWA) for the Operation of the Stratford Water Pollution Control Plant (WPCP) (ITS17-070) 10 - 12

Motion by _____

Staff Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to allow exclusive negotiations with Ontario Clean Water Agency for the operation of the Stratford Water Pollution Control Plant;

THAT Council approve entering into a new Services Agreement with Ontario Clean Water Agency for the operation of the Stratford Water Pollution Control Plant;

AND THAT the Mayor and Clerk be authorized to execute the necessary agreement.

6. Report of the Waste Reduction Coordinator

- 6.1 Proposed Blue Box Program Plan – Amendment – Waste Free Ontario Act Update (ITS17-067) 13 - 18

Motion by _____

Staff Recommendation: THAT the Proposed Blue Box Program Plan-Amendment-Waste Free Ontario Act Update Report be received for information.

7. Report of the Project Engineer

7.1 Romeo Street Bridge and St. Vincent Street Bridge Closure Plans (ITS17-069) 19 - 22

Motion by _____

Staff Recommendation: THAT the report on the Romeo Street and St. Vincent Street Bridge Closure Plans be received for information.

8. Capital Project Update

Engineering to provide a verbal update on the status of various engineering capital projects.

9. Advisory Committee/Outside Board Minutes 23 - 43

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

Accessibility Advisory Committee Minutes of June 6, 2017

Energy and Environment Committee Minutes of June 8, 2017

Stratford Town and Gown Committee Minutes of July 20, 2017

Active Transportation Advisory Committee Minutes of May 24, 2017 and June 28, 2017

10. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is November 29, 2017 at 4:30 p.m. in the Council Chamber, City Hall.

11. 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: October 25, 2017
To: Infrastructure, Transportation and Safety Sub-committee
From: Mike Mortimer, Manager of Environmental Services
Report#: ITS17-068
Attachments: None

Title: Cost Sharing of Restoration following Unplanned Water Repairs at 30 Rutherford Drive

Objective: To provide information to Council on the process involved in determining property restoration responsibilities and costing following water, sanitary, and storm repairs; and the request of the homeowner of 30 Rutherford Drive regarding water repair damage responsibilities on their property.

Background: During a **water service repair** on City right-of-way, the normal practice has been that the City is not only responsible for the repair, but is also responsible for the restoration of any damage on the right-of-way or private property (concrete, asphalt or turf) that may have occurred as a result of the repair activities. The costs associated for the repair and restorations are borne by the City. Repairs to water services on private property are the responsibility of the homeowner.

During a **house sewer repair, sanitary or storm**, Council policy S.1.2.1 states that all costs associated with the repair, including restoration of any disturbed areas on the City right-of-way and/or private property, are the responsibility of the homeowner. The City is required to undertake the repair on City right-of-way, but all costs are charged back to the homeowner.

During **reconstruction activities**, the City is responsible for installing water, sanitary, and storm services to pre-determined locations on each property and is responsible for all restoration and associated costs for these installations (usually only City right-of-way is impacted).

In all cases, the City will restore to standard specifications for grass, concrete, and asphalt, as it would be challenging to meet and guarantee anything otherwise.

In those cases where more than the standard is requested, the homeowner is given an opportunity to absorb any extra costs and negotiate these situations with the third party contractor.

Under normal circumstances, the City is not involved in any negotiation between the third party contractor and the homeowner for the added work. Usually the additional work would be undertaken by the same contractor.

30 Rutherford Drive:

In May of 2017, it was determined that the water service to 30 Rutherford Drive was leaking on that portion of the service that was within the right-of-way. A **water service repair** was subsequently undertaken by the City. The service is located under a concrete driveway. The repair of the leaking service required the excavation of a portion of the driveway in order to expose the water service and make the repair. As per the City's standard practice for a water service repair, the City assumed responsibility for all costs, including restoration. In this case, five concrete panels required replacement. The damage of the 5 panels was agreed upon by the City and the homeowner to be the extent of the damage caused by the repair activities. Some of these panels are located on private property.

The existing driveway is coloured, stamped concrete. Although the City's standard practice would be to restore the driveway with standard concrete, staff agreed to pay for the additional costs to restore the five damaged concrete panels to match the existing driveway as closely as possible.

The homeowner chose to replace all of the remaining sections of the driveway to match the newly formed concrete, and has requested that the City of Stratford pay for these sections as well.

Analysis: During the water service repair at 30 Rutherford Drive, the City was only responsible for restoration of the property damaged by the repair. This was established to be 5 panels of concrete.

The repair has been restored and paid for by the City of Stratford. The remaining portion of the driveway, that was not damaged, has been replaced and paid for by the homeowner. There is a request that the City of Stratford also be responsible for these costs.

It is not City practice to pay for repairs/upgrades not related to the repair work. This request is strictly related to cosmetic purposes only and not due to structural or engineering concerns.

The homeowner is of the opinion that the water service is poorly located in the driveway portion of the property and that the City should take responsibility for any hardship that occurs as a result of this location.

MOECC specifications, and consequently City specifications, require the water, sanitary and storm services to a property to be separated by a minimum of 2.8m each. This means that

the three services occupy a minimum of 5.6m (more than 18 feet) of the frontage of a lot. All new lots are constructed with the services in standard locations, generally centred in the lot. All services are installed prior to any buildings and are consistently located for each building lot. Depending on width of lot and driveway location, there is no way to predict where this servicing may be located in relation to a future driveway. It would be likely that one of the water, sanitary or stormwater services will be located under the driveway portion.

Financial Impact: For 30 Rutherford Drive, the City has paid \$5,490 (plus HST) for restoration, which included \$1,000 over the standard cost of a concrete restoration in order to install custom concrete panels. The homeowner is asking for an additional \$4,600 (plus HST) for the remainder of the driveway replacement.

If the City were to revise its policy and be responsible for the replacement of entire driveways for cosmetic purposes only, the added costs to the City would range from \$4,000 for a concrete driveway (more for custom finishes) to \$3,000 for asphalt, depending on the width and depth of the driveway.

Therefore, financial impact would result in a substantial increase for every repair that occurs in a driveway.

On a typical reconstruction project, this could add an estimated \$25,000 per block of road.

Staff Recommendation: THAT the current process continues to be followed and that any costs not related to restoration of damaged surfaces be the responsibility of the homeowner.



Mike Mortimer, Manager of Environmental Services



Ed Dujlovic, Director of Infrastructure & Development Services

A handwritten signature in black ink that reads "Rob Horne". The letters are cursive and fluid, with the first name "Rob" and last name "Horne" clearly distinguishable.

Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 13, 2017
To: Infrastructure, Transportation and Safety Sub-committee
From: Ed Dujlovic, Director of Infrastructure & Development Services
Report#: ITS17-066
Attachments: None

Title: Stratford Landfill Public Input Invited October 2017

Objective: To consider comments received, if any, regarding the operation of the Landfill Site.

Background: As a requirement of Environmental Compliance Approval Number A150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis.

Analysis: A notice was placed in the Beacon Herald Town Crier on Saturday, September 30, 2017, stating this requirement and inviting input. The notice was also posted on the City's website. Comments were to be submitted by October 13, 2017, and currently, no responses have been received.

Financial Impact: Potentially, a financial impact could occur, dependent on the comments received, if any.

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

AND THAT the report on the Stratford Landfill Public Input October 2017 be received for information.

A handwritten signature in blue ink, appearing to read "Ed Dujlovic", is written over a horizontal line.

Ed Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink that reads "Rob Horne". The letters are cursive and fluid, with the first name "Rob" and last name "Horne" clearly distinguishable.

Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 25, 2017
To: Infrastructure, Transportation & Safety Sub-committee
From: Ed Dujlovic, Director of Infrastructure and Development Services
Report#: ITS17-070
Attachments: None

Title: New Services Agreement with the Ontario Clean Water Agency (OCWA) for the Operation of the Stratford Water Pollution Control Plant (WPCP)

Objective: To obtain Council approval of a new 10 year Services Agreement with OCWA to operate the WPCP.

Background: The Stratford WPCP previously was operated by Ministry of Environment (MOE) staff. In 1993, the province established OCWA as a Crown Agency to provide water and wastewater services to municipalities previously serviced by the MOE. Since this time, OCWA has been contracted by the City of Stratford to operate and maintain the WPCP.

The most recent 5-year agreement between the City of Stratford and OCWA expired on December 31st, 2016 but was extended by 1 year. The extension allowed for a transparent, comprehensive review of all service delivery options prior to a long term extension being agreed upon. The most recent agreement, although amended from time to time with renewals, required changes to better reflect current practices and include language that was more consistent with present day industry standards.

To date, OCWA has provided excellent service as the Operating Authority of the WPCP. This includes resolving issues with the Ministry of Environment, supporting operations of the City of Stratford pumping stations, and pro-active consultation on energy saving initiatives.

Analysis: The City of Stratford and OCWA staff have had several negotiation sessions for the renewal of the existing operating agreement which included reviews by the solicitors for both sides. This included discussion on the need for an expanded scope to deal with the renewable energy facility. The decision was made to deal with the matter in two agreements, the first being the existing role that OCWA carries out at the WPCP. A second

agreement will be developed that will deal with the operation of the renewable energy facility and will be dealt with in the near future.

In general, the new agreement retains the original scope of services for the WPCP. Appropriate updates in the wording have been included to account for changes in law or where more information was required as agreed to by both parties (i.e.: Dispute Resolution).

In addition the following modifications are of note:

Contract Term

This Agreement shall start on the Effective Date January 1, 2018 and shall continue in effect for an initial term of ten (10) years, ending on December 31, 2027 (the "Initial Term") and then may be renewed for successive three five (5)-year terms (each a "Renewal Term") subject to mutual agreement between the Parties.

Annual Price

The annual price includes staffing costs, utilities, supplies, equipment, services, chemicals and overhead for all of the facilities included in the previous agreement. The annual price will be determined annually based on the previous year pricing plus an adjustment for inflation calculated and pro-rated over that period.

Starting in January 2018, the price increase is from \$876,977 to \$959,310 per year. The increase per year for the remaining ten years would include a CPI adjustment. A significant portion of this price increase is a commitment of additional OCWA staffing which should be offset by a reduction in external contractor necessity. This decrease would be shown in the WPCP Capital Budget as these external contractors are generally used for larger projects that are of a replacement nature. There may also be some decrease in the operations bottom line for smaller jobs (lights, UV repairs, motor repairs, etc.), but not as significant. Additionally, OCWA has increased the dedication of the operations manager significantly to near full-time status.

Other cost increases are due in part, but not limited to;

- Salaries and benefits for staff in accordance with the new collective bargaining agreement increases
- Adjustment of vehicle and fuel costs
- Training costs adjustment as a result of increased staffing levels
- Increased costs to perform snow and lawn care
- Chemical cost increases

Hydro Costs

OCWA will now pay the hydroelectricity cost on behalf of the City and the City will reimburse OCWA for all such costs. This will amount to \$422,000 per year (based on base total for 2016) that was previously paid for directly by the City. The amount is not included in the \$959,310 cost for 2018. This change will allow the OCWA Energy Team to develop

and establish Key Performance Indicators for the plant using the hydro bill information and to identify and initiate new savings opportunities based on various assessments.

Subsequent year's hydroelectricity costs will be based on the actual hydro costs of the previous year. Reconciliation will be determined on a year by year basis.

Financial Impact: The annual cost of the agreement will be paid through the Sanitary Sewer Surcharge rate.

Staff Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to allow exclusive negotiations with Ontario Clean Water Agency for the operation of the Stratford Water Pollution Control Plant;

THAT Council approve entering into a new Services Agreement with Ontario Clean Water Agency for the operation of the Stratford Water Pollution Control Plant;

AND THAT the Mayor and Clerk be authorized to execute the necessary agreement.



Ed Dujlovic, Director of Infrastructure & Development Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 11, 2017
To: Infrastructure, Transportation and Safety Sub-committee
From: Kate Simpson, Waste Reduction Coordinator
Report#: ITS17-067
Attachments: MOECC Letter on Future Blue Box Program

Title: Proposed Blue Box Program Plan – Amendment – Waste Free Ontario Act Update

Objective: To update Council on the Resource Recovery and Circular Economy Act and timing of the Blue Box Program transition.

Background: The Province passed new legislation in November 2016 that will have a major impact on the way municipal solid waste is handled.

The Waste Diversion Act, 2002 (WDA), was repealed and replaced by the Waste-Free Ontario Act, 2016 (WFOA). The WFOA includes both the Waste Diversion Transition Act (WDTA) and the Resource Recovery and Circular Economy Act (RRCEA).

Currently, the cost to run programs for collecting and recycling paper products and packaging (PPP), otherwise known as the blue box recycling program, is split roughly 50/50 between municipalities and companies that produce these items. The new legislation will transfer full responsibility, both operational and financial, for these programs to producers. This provides an opportunity for municipalities to be fully compensated for the commercial products that are managed through the blue box recycling program.

Full producer responsibility is not a new concept. It has been embraced by several European countries and British Columbia. Producers of commercial goods understand they are in the best position to manage the entire 'life cycle' of their products – from when they are made to when they are reused or recycled.

As part of the new provincial legislation, this concept will initially apply to tires, hazardous wastes and electronics, as well as, PPP (i.e. blue box program). Other materials such as mattresses, carpets and furniture will be considered in the future.

The new legislation has started the movement toward full producer responsibility. However, specific details as to how services will be funded and delivered are currently unknown and will be determined through the development of future regulations and policy statements. It is anticipated that Blue Box recycling programs will undergo some of the biggest changes, as municipalities will have new options, such as to act as service providers to producers whom are required to pay for these programs, to work with private companies that choose to use municipal infrastructure, or to opt out of the program altogether.

Currently, costs to municipalities across Ontario are estimated to be in the range of \$130M for each year the transition to full producer responsibility for PPP is delayed. Therefore, it is in the best interest of municipalities to advance this work as quickly as possible, particularly given some inevitable delays around the upcoming provincial election in June 2018.

In response to the new waste management legislative framework, the Association of Municipalities of Ontario (AMO), the Municipal Waste Association (MWA), the Regional Public Works Commissioners of Ontario (RPWCO), and the City of Toronto have joined forces to form the Municipal Resource Recovery and Research Collaborative (M3RC) to advocate for a smooth and timely transition to full producer responsibility, and to make sure key municipal priorities like maintaining service standards to residents are protected. The role of M3RC is to listen carefully to municipalities, meet with producer groups, engage experts to support research and policy development, and use this information in order to promote municipal interests and provide updates and resources that will help municipalities manage contracts and make the best possible decisions for their local programs and communities.

As a first step in transitioning the Blue Box to full producer responsibility, the M3RC has been working closely with Stewardship Ontario (SO), who represents producers, and the Ministry of the Environment and Climate Change (MOECC), in a process to revise the current Blue Box Program Plan. This is considered the first phase in the transition to full producer responsibility undertaken under the WDTA.

M3RC and producers reached an accord on the following:

- Transfer of the obligation for the collection and management of PPP to SO will occur upon the expiry, early termination or potentially through a suitable amendment of municipal contracts with their service providers. Municipal governments will be fully determinant in the choice to act on behalf of SO.
- For transitioned municipalities, the plan will obligate SO to collect and manage residential PPP and consideration will be given to accommodating other municipally managed PPP (i.e. BIAs, public spaces, parks).
- The plan should establish an agreement with SO by which the Canadian Newspaper Association and Ontario Community Newspaper Association will meet producer responsibility obligations without costs transitioned to municipalities.

- For municipalities that are not immediately transitioning to full producer responsibility, the plan will address payments for a municipality's verified net operating costs of the Blue Box Program, defining the eligible costs to be included in the calculation of the net cost. This is generally consistent with the current 50/50 cost sharing approach.

Based on reaching agreement of the principles for the accord, the M3RC and SO sent a letter to the Minister of MOECC asking that the Minister request Resource Productivity and Recovery Authority (RPRA), the new regulatory authority under RRCEA, to initiate an amendment to the Plan. A copy is included. This letter specifies that the Plan must:

- Not negatively impact Ontarians experience with and access to existing recycling services;
- Improve environmental outcomes;
- Create a consistent recycling experience for all Ontarian residents;
- Ensure a fair and open marketplace; and
- Address the provincial interests listed in the RRCEA thus becoming the blue print for the future development of a producer responsibility paper products and packaging regulation

The key issues to be addressed in the consultation of an amended Plan include:

- Mechanism for the transition to full producer responsibility;
- Payment and terms;
- Targets;
- Ongoing transition due to municipal contract timing variability; and
- Standards of service.

The Minister's response to the letter has asked the RPRA and SO to draft and submit an amended Blue Box Program Plan as had been requested by municipalities and key producers. The letter requests final approval of the letter to be February 2018.

Analysis: The current collection and processing of blue box materials is under contract with private contractors until April 30, 2019. This puts the City of Stratford in a favourable situation for the life cycle of the contracts. Based on the anticipated review process, potential for further amendments, and the time necessary for approval by the Lieutenant Governor in Council, it is anticipated that the earliest an amended program plan would come into effect would likely be early to mid-2019.

Financial Impact: The financial impact is unknown at this time. We could see a great reduction in the cost to collect and process our blue box materials from residential sources, but may see an increase in the cost to collect and process blue box materials from commercial sources. The details of designated sources have not yet been determined.

Staff Recommendation: THAT the Proposed Blue Box Program Plan-Amendment-Waste Free Ontario Act Update Report be received for information.

A handwritten signature in black ink, appearing to read "K Simpson".

Kate Simpson, Waste Reduction Coordinator

A handwritten signature in blue ink, appearing to read "Ed Dujlovic".

Ed Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink, appearing to read "Rob Horne".

Rob Horne, Chief Administrative Officer

Ministry of the Environment
and Climate Change

Ministère de l'Environnement
et de l'Action en matière de
changement climatique

Office of the Minister

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AUG 14 2017

ENV1283MC-2017-1835

Mr. Mac Bain, Chair
AMO Waste Task Force
Email: Mac.bain@cityofnorthbay.ca

Mr. Jim McKay, General Manager
Solid Waste Management Services
City of Toronto
Email: Jim.McKay3@toronto.ca

Mr. Fred Jahn, P.Eng., Chair
Regional Public Works
Commissioners of Ontario
Email: fred.jahn@muskoka.on.ca

Ms. Karyn Hogan, Chair
Municipal Waste Association
Email: Karyn.Hogan@peelregion.ca

Mr. John D. Coyne, Chair
Stewardship Ontario
Email: john.coyne@unilever.com

Dear Mr. Bain, Mr. McKay, Mr. Jahn, Ms. Hogan and Mr. Coyne:

Thank you for your letter of July 7, 2017 advising about the accord you have collectively reached on the future of the Blue Box Program and requesting the ministry to issue a requirement for program changes to the Blue Box Program Plan as the first step in its evolution towards a circular economy. I wish to acknowledge your initiative and leadership on this important file which is a critical part of the province's resource recovery efforts.

I am pleased to let you know I have directed the Resource Productivity and Recovery Authority (the Authority) and Stewardship Ontario (SO) to develop a proposal for an amended Blue Box Program Plan.

It is my expectation this proposal will outline the first phase of transition for the Blue Box Program under the *Waste Diversion Transition Act, 2016* (WDTA), and will set the stage for a second phase of transition that will result in individual producer responsibility under the *Resource Recovery and Circular Economy Act, 2016* (RRCEA).

It is in the public interest that the proposal for an amended plan will ensure a seamless transition of the Blue Box Program, specifically that it will not negatively affect Ontarians' experience with and access to Blue Box services, incorporate clear rules to support residents' participation (e.g. standardized materials and services), and improve program performance.

Mr. Mac Bain et al.
Page 2.

It is also critical that the proposal for an amended plan will provide for continuous improvement of environmental outcomes. This would be achieved by expanding and harmonizing the list of materials in the existing Blue Box Program that are accepted from Ontario residents, establishing clear and measurable collection and management standards with a high level of environmental protection, and developing methods to support waste reduction.

It is my expectation the proposal for an amended plan will support a circular economy by facilitating reduction, reuse, recycling and reintegration of Blue Box materials into the economy.

Innovation often results from collaborative and competitive efforts among parties. The proposal for an amended plan should support cooperation among parties, including stewards, municipalities, waste management industry, and other affected parties, to bring complementary abilities to deliver better results. It is my expectation the proposal for an amended plan will promote competition by ensuring a fair and open marketplace for Blue Box services under the WDTA and not creating barriers to competition when the program transitions to individual producer responsibility under the RRCEA.

As producers assume the 50 per cent of costs currently borne by municipal taxpayers, it is my expectation there will be a clear and transparent process by which municipalities demonstrate the benefit their taxpayers will receive.

Your offer to meet with me to discuss your proposal is appreciated. As I am sure you understand, my schedule is quite full at present. I am looking forward to meeting you in the near future. At present, I will ask Wendy Ren, Director of the Resource Recovery Policy Branch, to arrange a meeting with you or your representatives to discuss the intended next steps and outcomes in more detail.

Again, thank you for this information and your commitment to facilitate an orderly transition of the Blue Box Program.

Sincerely,



Chris Ballard
Minister

Cc: Mr. Paul Evans, Deputy Minister
Ministry of the Environment and Climate Change

Ms. Glenda Gies, Chair
Resource Productivity and Recovery Authority



MANAGEMENT REPORT

Date: October 11, 2017
To: Infrastructure, Transportation and Safety Sub-committee
From: Taylor Crinklaw, Project Engineer
Report#: ITS17-069
Attachments: Romeo Street Bridge Rehabilitation Detour Plan
 St. Vincent Street Bridge Rehabilitation Detour Plan

Title: Romeo Street Bridge and St. Vincent Street Bridge Closure Plans

Objective: To inform Council of the plan to proceed with full bridge closures for the duration of rehabilitation construction work for the Romeo Street Bridge and the St. Vincent Street Bridge.

Background: The rehabilitation of Romeo Street Bridge and St. Vincent Street Bridge is scheduled to be under construction in the spring of 2018. The focus of rehabilitation is on the removal and replacement of the concrete bridge deck, which requires working space and equipment access for the entire duration of the project. The two options for providing the necessary working space are full bridge closure and lane reductions. The preferred option for both bridges is complete closure. The plan for full closure was conveyed to those residents that attended the open house held on May 3, 2017. Refer to the attached detour drawings for work planned for the Romeo Street Bridge and St. Vincent Street Bridge.

Analysis: For the full closure of Romeo Street Bridge, the estimated project cost is \$828,434.08 including HST. This is a decrease in cost from the option of implementing lane reductions, which has an estimated project cost of \$962,189.92 including HST. The substantial reduction in costs for full bridge closure is the result of: fewer complexities, cheaper unit prices for some items, and only one mobilization for equipment and sub-contractors (e.g. asphalt, concrete, rebar, asphalt grinding, etc.). Full closure also reduces the working days to 65 from the 100 working days proposed for the lane reductions scenario. The main limitations for full closure are the inconveniences to local traffic and the redirection of Romeo Street truck traffic east to Township of Perth East roads. Perth East indicated that they are willing to make accommodations for the detour for the duration of the project, but will request compensation for remedial repairs if the detoured truck traffic causes damage. Perth East requests that the detour not be in place during truck load restrictions season that occurs each year between March 1 and April 30. Before the detour

would be put in place, Perth East and City of Stratford staff would evaluate the roads being used to determine existing baseline conditions.

It is anticipated that the cost savings would be slightly less for full closure of the St. Vincent Street Bridge. Detours for the St. Vincent Street Bridge are more easily accommodated and have less impact on local traffic. This is a result of the close proximity of the John Street and Huron Street bridges. Since the additional distance for those walking to school is approximately 400 m, putting in a temporary pedestrian bridge at an estimated cost of \$40,000 for the students of Stratford Central Secondary School was considered to be unnecessary.

Financial Impact: Full closure of Romeo Street Bridge has an estimated project cost of \$828,434.08 including HST, where the implementation of lane reduction has an estimated project cost of \$962,189.92 including HST.

Full closure of the St Vincent Street Bridge is anticipated to achieve substantial cost savings, but less than what is expected for Romeo Street Bridge.

Staff Recommendation: THAT the report on the Romeo Street and St. Vincent Street Bridge Closure Plans be received for information.



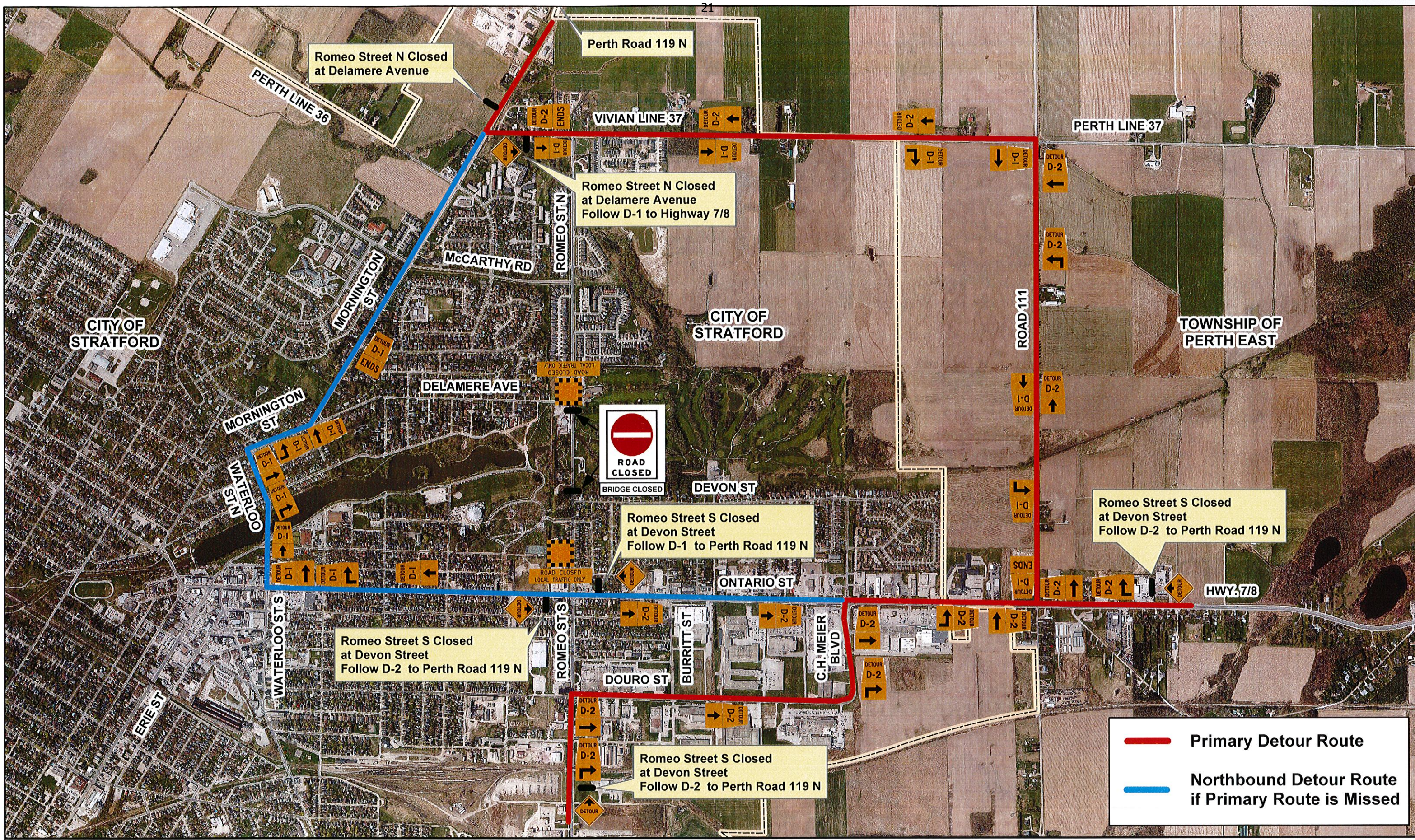
Taylor Crinklaw, Project Engineer





Ed Dujlovic, Director of Infrastructure and Development Services

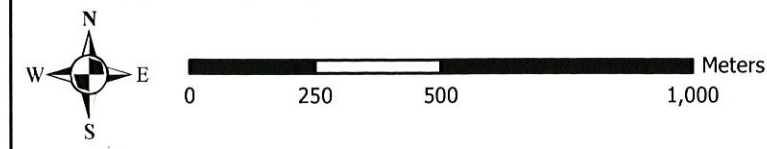


Rob Horne, Chief Administrative Officer



 Primary Detour Route

 Northbound Detour Route if Primary Route is Missed

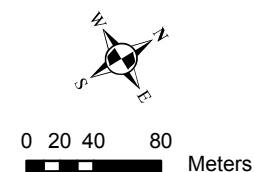


Romeo Street Bridge Rehabilitation 2018 Traffic Plan and Detour Routes





St. Vincent Street Bridge Rehabilitation 2018 Traffic Plan and Detour Route



City of Stratford
Infrastructure and Development
Services Department

Oct. 6, 2017



A meeting of the **Stratford Accessibility Advisory Committee (AAC)** was held on the above date at 11:30 a.m., 82 Erie Street – Avon Room, Stratford ON

Committee Present: Roger Koert – Chair Presiding, Councillor Bonnie Henderson, Diane Beckner, Peter Zein, Peg Huettlin, Paul Schoonderwoerd, Judy Hopf, Jessica Jantzi

Staff Present: *Dan Sykes – Infrastructure & Development Services, Julia Opie – Accessibility Coordinator, *Joan Thomson – City Clerk, Casey Riehl – Recording Secretary

Also Present: Alisha Pol

Regrets: Julie Patterson

MINUTES

1.0 CALL TO ORDER

Roger Koert called the AAC meeting to order at 11:35 a.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

3.0 DELEGATE: Joan Thomson – Internet/Telephone Voting for the 2018 Municipal and School Board Elections

Joan Thomson attended the meeting to discuss with the committee the upcoming 2018 municipal and school board elections. There have been changes made to the legislation that must be followed when conducting elections. Deadlines for reports and plans are fast approaching and she is looking for feedback from committee members. It would be helpful if committee members have suggestions that can be incorporated into the elections plans, as well as any concerns they feel should be addressed from the last election. The RFP will be issued later this week; it is very similar to the previous ones issued for the internet and telephone voting, with the main feature that both must be accessible for everyone. She reviewed a draft list of principles that they will focus on when preparing all the written procedures for the 2018 election. One main message that needs to get out to the candidates is to make sure that their campaign offices are accessible to electors and that their material is available in alternate formats. Checklists will be used to review voting locations and nursing homes to ensure they meet

guidelines. Additional signage will be posted at all institutions and nursing homes with information. A sign language interpreter will be present again for the candidates' event. This is not a candidates' night for campaigning, it is an information session for candidates to make them aware of items such as accessibility. Julia Opie offered some contact information regarding closed captioning for events, which she will forward to Joan Thomson. This election, staff must submit an accessibility plan prior to the election, as opposed to preparing a report after previous elections. Ms. Thomson will circulate the draft plan to AAC members prior to submitting for their feedback. Staff will e-mail the documents discussed at the meeting to all committee members.

Members are to send comments/concerns to Joan Thomson as soon as possible so they can be included in the RFP proposal, principles and accessibility plan.

*Joan Thomson no longer present (11:50 a.m.)

4.0 ADOPTION OF THE PREVIOUS MINUTES – May 2, 2017

Motion by Jessica Jantzi, seconded by Peg Huettlin that the minutes dated May 2, 2017 be adopted as printed. Carried.

5.0 INFRASTRUCTURE & DEVELOPMENT SERVICES UPDATE – Dan Sykes

Curb Cuts & Budget Update

Mr. Sykes reported that they are continually updating the curb cut map to include new requests. There are a couple curb cuts on the map to complete. Please send suggestions for new or updated curb cuts to Mr. Sykes.

Audible Crossing signals at Erie/Ontario Streets (Julia Opie)

Julia Opie inquired if an audible crossing signal could be installed at the median at the Erie/Ontario Street intersection. She noted that there is already power there, as there is a flashing light located on the median. Members agreed that it is very difficult to hear the beeping from all the way across one side of Erie Street to the other. It is a large intersection with a lot of traffic noise. Dan Sykes will inquire with staff on the feasibility of adding an additional audible box at this crossing.

Update on 2017 Accessibility Projects

No new updates.

6.0 PARKING

- George Street Lot accessible parking space is complete, meter to be installed.
- Wellington Street (at St. Patrick) was repainted incorrectly, with the motorcycle spot. Staff will remove current markings and repaint the accessible spot.

- KCC spots will be installed next to sidewalk at building. Staff suggested possibly leaving the existing accessible spots, which are located in the first row of parking spots.
- The two new accessible spots on Wellington Street (at Downie) have been painted and meters are installed.
- Members discussed the confusing accessible spots in the downtown core that state they are designated for accessible parking between certain hours and not designated for accessible the rest of the time. Councillor Henderson received a complaint from a citizen who was trying to find an accessible spot and there was a taxi idling in one of these part-time accessible spots. The signs are confusing and would be beneficial to the community to have them converted to permanent accessible spots. The current signs specify the hours they are for accessible parking only. Changing the spots would only require changing the signage, they already have blue meters.

Motion by Paul Schoonderwoerd, seconded by Judy Hopf that the Stratford Accessibility Advisory Committee requests Council remove the time limits on all downtown part-time accessible parking spots so they can be converted to full-time, permanent accessible parking spots. Carried.

There was discussion at the last AAC meeting regarding the stickers on accessible meters. Staff will inquire with the Deputy Clerk to ensure the AAC has an opportunity to give some feedback on any new stickers purchased prior to ordering.

7.0 TRANSIT

(a) Bus Stop on Douro Street (at new Medical Bldg.)

Members discussed the bus stop located at the new medical building. It does not have a cement pad and is difficult to navigate. Councillor Henderson explained that once the new bus routes have been finalized, bus stops can be permanently updated to meet accessibility standards.

Members inquired about a sidewalk being installed on Douro from Romeo to the new medical centre. Dan Sykes clarified that it is all based on development. Once the owner brings forward a site plan, then the city will require that they are responsible to put in a sidewalk. Until a site plan is submitted, the owner is not required to install a sidewalk.

(b) Support Worker Pass – Julia Opie/Bonnie Henderson

Members discussed the current process for passes for support workers travelling with clients, family members, etc. on city transit. It is unclear what the requirements are for renewing and using the cards. Julia Opie will contact the city's transit manager for some clarification.

Staff will inquire if the transit manager would be available to attend the September AAC meeting for further discussion.

8.0 SITE PLAN REVIEW SUB-COMMITTEE UPDATE – Julia Opie

Julia Opie discussed the preliminary draft plans for a car wash in the east end of Stratford. The sub-committee will meet and review and provide the owners with some feedback.

9.0 AAC PROJECTS UPDATE

(a) Update on Rotary Complex Parking Lot Review – P. Zein/R. Koert

Peter Zein will be presenting at the June 15, 2017 Community Services Sub-committee meeting. Roger Koert and Julia Opie will also be attending.

(b) Promoting Accessibility with STA – Peter Zein/Julie Patterson

Julia Opie has met with STA staff and discussed including accessibility information in their newsletter. Including information such as the accessibility of local B&B's and hotels. Letting people know how accessible items such as the parking, entrance, bedroom, bathroom and common areas are. The STA is working on creating a checklist that merchants can use. The STA is also working at improving their website to provide more detail on accessibility information.

10.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Update on Accessible Taxi Fees in Stratford – Julia Opie

Julia Opie has sent information to the Police Chief regarding the current taxi by-law. The current one is outdated and does not reflect AODA regulations. Schedule "D" has been updated, which states there will be equal rates charged for all taxis. Ms. Opie will clarify some of the wording on the rates, such as the \$9.00/person rate. The by-law still lists charging extra for some items such as groceries and strollers. It does not list wheelchairs or mobility devices. Ms. Opie has asked for clarification that people will not be charged for bringing their wheelchairs, assistive devices or support person. She has outlined these concerns and forwarded them to Police Services, noting that it does not meet legislation.

Motion by Peter Zein, seconded by Jessica Jantzi that the Stratford Accessibility Advisory Committee requests the Taxi By-law wording reflect the same fees for mobility taxis as all regular taxis. Carried.

(b) AAC Provincial Forum– Kitchener (May 23, 2017)

Councillor Henderson, Diane Beckner and Judy Hopf attended the forum and agreed it was a great event. Councillor Henderson will e-mail the committee a summary.

(c) National Accessibility Awareness Week (May 28 – June 3)

The committee was in the local papers debuting the new dynamic accessibility logo that was painted on an accessible parking spot in the Albert Street lot. City staff will proceed to paint all the accessible spots with this new logo. Peter Zein was also featured in an article regarding the new Cherrey bus that is equipped with an accessibility lift.

11.0 NEW BUSINESS

(a) 2017 AAC Budget Balance

Staff will inquire with Finance if the invoice for the new ramps was taken out of their 2017 operating budget and not the reserves.

(b) Accessible Playground Equipment

The committee discussed possibly requesting in the future that the city consider raising their yearly budget line for new playground equipment to allow for better accessible playgrounds. Members noted that Romeo School has recently finished a playground upgrade and it was very well done.

12.0 NEXT MEETING – Tuesday, September 5, 2017 – 11:30 am – Avon Mtg. Room

13.0 ADJOURNMENT

Motion by Judy Hopf, seconded by Councillor Henderson that the meeting adjourn. Carried.

Time: 1:00 p.m.



**A meeting of the Energy & Environment Advisory Committee
was held on the above date at 4:00 p.m.
Kiwanis Community Centre, Conference Room – 111 Lakeside Drive, Stratford**

Present: Councillor Kerry McManus – Chair Presiding, Lorraine Kuepfer, Angela Bossence, *Councillor Bonnie Henderson, Craig Merkley, Geoff Love, Vanni Azzano, *Marianne Hawley, Dave Hanley, *Trena Hough, *Ethan Elliott

Staff Present: Jodi Akins - Recording Secretary, Kate Simpson – Waste Reduction Coordinator, Taylor Crinklaw – Project Engineer

Absent: Scott Mitchell

MINUTES

1.0 CALL TO ORDER

Councillor McManus called the Energy & Environment meeting to order at 4:00 p.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None declared.

3.0 ADOPTION OF THE PREVIOUS MINUTES – May 11, 2017

Adoption of the May 11, 2017 minutes was deferred until the next meeting.

4.0 UPDATES FROM WORKING GROUPS

Waste & Water

It was noted that the report on Implementation of a Textile Diversion Program was listed on the June 12, 2017 ITS Committee agenda for Committee's consideration and the end use of the textiles would be specified in the RFP process.

Transit & Climate

Geoff Love advised that the bike lights (160) have come in. The Project Engineer advised that staff have purchased pedestrian and bike counters. Traffic counters can also count bicycles on the roadways.

*Councillor Henderson now present (4:05 p.m.)

Discussion took place regarding how the counters work and whether they can be used on multi-use trails. It was requested that this Advisory Committee be asked for input on where counts should be completed.

Ecological

Councillor Henderson advised that they have not met since the last meeting. Craig Merkley and Dave Hanley assisted with a tree planting on St. David Street. The other tree was dropped off; the winners did not want assistance with planting.

*Trena Hough now present (4:09 p.m.)

It was noted that they are waiting on input from the Parks and Forestry Manager on possible locations for planting clumps of trees. Discussion took place regarding a crib wall and appropriate locations. With respect to invasive species, the UTRCA has a crew that deals with them and it would be approximately \$2,000 to eradicate the periwinkle in TJ Dolan. They can do it anytime but it was suggested that it be done when foot traffic dies down.

Energy

No new updates.

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) 1 Metre Law Campaign Update – Geoff Love

They have a concept and are working on it.

(b) Update on Social Media Proposal

No new update.

(c) Bee City Update – Ethan Elliott

Councillor McManus congratulated Ethan Elliot and Lorraine Kuepfer on the planting. Lorraine Kuepfer advised that Communities in Bloom will pay for two 10 foot teardrop Bee City banners and they will be ready in 10 days.

*Marianne Hawley now present (4:13 p.m.)

(d) 2017 Projects

Councillor McManus advised that they have a price for invasive species withdrawal in the amount of \$2,000 and the crib wall can grow or shrink in accordance with budget. The Rotary Club is willing to assist with funds for the crib wall.

Discussion took place regarding budgeting for 2017 projects. Councillor McManus noted they have approximately \$17,000. Discussion took place regarding the cost of trees and how often cigarette receptacles are used. Angela Bossence advised that she got a list from The Local and they are fine to plant in the fall. She estimated \$1,000 would cover the cost of the plantings and advised that she had the Edible Forest list. With respect to bike racks, discussion took place regarding various options and the costs. It was suggested that some money be held back until the fall.

It was questioned when staff time would be applied against the Committee's budget.

Discussion took place regarding where the crib wall would be installed. It was suggested that a sign be installed on the east side of the naturalized area advising not to pick the bulrushes. Locals come in on the east side and are not seeing the sign.

In response to whether anything else should be considered, it was suggested that they sponsor a film in the Auditorium. Councillor McManus suggested that they include some money in the budget and hold it in October-November, potentially in place of a speaker.

Councillor Henderson stated that she would like to see a pedestrian bridge at O'Loane Avenue. It was noted that this is a recreational project, not environmental.

City staff were thanked for their efforts in sweeping up goose poop off the sidewalks in the parks system and at the storm water ponds by the Fields subdivision. Discussion took place regarding the number of ducks and whether the eggs have been oiled this year.

Councillor McManus stated that she believes they have \$6,700 from this year's budget allocation, as well as what is in reserve and suggested that they pre-approve projects so that a film series could be investigated for the Fall and they would have a sense of how much money is available. She also suggested that if they have extra money available in the fall, they can look at bike racks and extra trees at that time.

Motion by David Hanley, seconded by Marianne Hawley that the Energy & Environment Advisory Committee allocate their reserve fund as follows:

\$500	Purchase of bike lights
\$1,000	Tree plantings (25-30 in clumps of 5 around the City)
\$1,350	Tree planting at storm water ponds
\$10,000	Avon River crib wall project
\$2,000	Invasive species withdrawal in T.J. Dolan
\$1,000	Edible Forest donation to The Local Community Food Centre

Carried.

Ethan Elliot advised that he is organizing a planting in Lakeside Park, Kitchener for meadow restoration that Saturday and encouraged anyone available to attend at 10:00 a.m. to help.

Craig Merkley volunteered to organize a film or film series for the fall. Discussion took place about purchasing licences. It was suggested that they piggyback on the theatre or library for licencing. Councillor McManus stated that she can contact Craig Thompson to see if he has access to any environmental films.

Discussion took place regarding location and styles of bike racks. It was noted that ATAC is waiting on a staff report regarding the same.

Motion by Craig Merkley, seconded by Geoff Love that the Energy & Environment Advisory Committee spend, in principle, up to a maximum of \$3,000.00 from the Committees reserve fund for the purchase of bike racks. Carried.

Discussion took place regarding attracting younger people to the film series. Ethan Elliot suggested sponsoring a speaker or workshops at the high schools. Discussion took place regarding whether there should be a charge to attend. It was suggested that purchasing a ticket makes people commit to attending. They could donate tickets to school clubs and donate the proceeds of the tickets to a good cause. It was suggested that youth be canvassed to find out what they are interested in.

Motion by Ethan Elliot, seconded by Geoff Love that the Energy & Environment Advisory Committee spend, in principle, up to a maximum of \$1,500.00 from the Committees reserve fund for the sponsorship of a film or film series. Carried.

Ethan Elliot advised that Northwestern is becoming Stratford's first Bee City school and suggested capitalizing on interest in that with a workshop.

6.0 UPCOMING EVENTS

Oxford County Tour – He will get back to Geoff Love sometime in July with a date in August and Geoff will email everyone.

7.0 NEW BUSINESS

(a) 2018 Budget Request Discussion

Councillor McManus advised that they will need to put forward a budget at the September meeting and she will be looking for updates from the working groups as to what they would like included in the annual report.

Councillor Henderson suggested that they try to have a \$10,000 line item included in the City's 2018 budget for a crib wall on the North Shore but if they can't, they could consider adding it to the Committee's annual budget.

(b) Cooper Block Public Consultation

Lorraine Kuepfer is attending the discussion on the Committee's behalf and it was requested that the Committee give her suggestions to pass on. The following suggestions were given:

- LEED certified
- Green roof
- Solar panels
- Bike racks
- Grey water use
- Pollinator gardens
- Walkway over the tracks to St. David Street
- Green space

The City is undertaking public consultation on the future of the Cooper Block and the Committee was encouraged to attend the public open house Saturday from 10:00 to 4:00 p.m. Online consultation is also underway.

(c) Kiwanis Community Centre

Discussion took place regarding the future of the KCC. Councillor McManus stated that the City does not have a position at this time.

*Ethan Elliot no longer present (5:00 p.m.)

8.0 NEXT MEETING DATE – September 14, 2017 – 4:00 p.m. - KCC

9.0 ADJOURNMENT

Motion by Councillor Bonnie Henderson, seconded by Geoff Love that the meeting adjourn. Carried.

Time: 5:06 p.m.



A meeting of the **Stratford Town and Gown Committee (T&G)** was held on the above date at 11:00 a.m. – University of Waterloo Campus, 125 St. Patrick Street, Stratford ON

Present: Councillor Martin Ritsma – Chair Presiding, Nancy Orr, Annaka Willemsen, Councillor Bonnie Henderson, Councillor Danielle Ingram

Staff Present: Jeff Leunissen – Manager of Development Services, *Stephanie Potter – Policy and Research Associate, Casey Riehl – Recording Secretary

Also Present: Rebecca Sutherns – Sage Solutions, Laurie Watson – Sage Solutions

Regrets: Mayor Mathieson, Brandi Gillett

MINUTES

1. CALL TO ORDER

Councillor Ritsma called the meeting to order at 4:10 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None declared.

3. TOWN & GOWN STRATEGIC PLANNING SESSION – Rebecca Sutherns (Sage Solutions)

Rebecca Sutherns from Sage Solutions introduced herself to the committee and reviewed some of the expectations the T&G Committee has for the session.

She discussed some of the roles of the committee (educational outreach, being prepared for growth, conduit for communication and civic engagement with students) and their desired impact moving forward (university students as assets to the community, creating a student-friendly and welcoming city, youth retention).

Stephanie Potter no longer present (5:30 p.m.)

The committee brainstormed ideas on how to connect U of W students to existing community opportunities, better communication, different meet & greet options, working with City Centre and the Chamber of Commerce to help students, providing landlord resources, mediation training, meal plans and a transportation needs assessment.

Ms. Sutherns will provide the T&G Committee with a detailed report of the session within (7) business days.

Councillor Ritsma thanked Ms. Sutherns and Ms. Watson for coming tonight and working with the committee.

The committee will meet to discuss some options moving forward. Possibly hosting a town hall meeting with the students or getting more involved in orientation when the students first arrive. Holding information sessions on the bus from Waterloo to the Stratford campus to introduce the students to the committee is another option.

4. ADOPTION OF PREVIOUS MINUTES – May 11, 2017

Motion by Councillor Henderson, seconded by Annaka Willemsen to adopt the previous minutes dated May 11, 2017 as printed. Carried.

5. NEXT MEETING DATE - Thursday, September 21, 2017 @ 5:00 p.m. – U of W

6. ADJOURNMENT

Motion by Councillor Ingram, seconded by Councillor Henderson that the meeting adjourn. Carried.

Time: 7:20 p.m.



A meeting of the Active Transportation Advisory Committee (ATAC) was held on the above date at 7:00 p.m., Kiwanis Centre, 111 Lakeside Drive, Stratford.

Committee Present: Councillor McManus – Chair presiding, Councillor Vassilakos – Vice-Chair, Henry Centen, Sarah Merkel, Geoff Love, Lorraine Kuepfer and Gary Jacques

Staff Present: Ed Dujlovic – Director of Infrastructure & Development Services, Nancy Bridges – Recording Secretary

Also Present: Katherine Horst – Perth District Health Unit

Regrets: Nancy Roulston – Manager of Engineering, Brad Hernden – Manager of Recreation and Marketing, Bernard Goward and Cambria Ravenhill

MINUTES

1. **DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF BY MEMBERS OF CITY COUNCIL.**

None declared.

2. **ADOPTION OF PREVIOUS MINUTES – April 26, 2017**

Motion by Geoff Love, seconded by Sarah Merkel

**That the ATAC minutes dated April 26, 2017 be adopted as printed.
Carried.**

3. **BUSINESS ARISING FROM PREVIOUS MINUTES**

a.) **Road reconstruction policy review**

The Director of Infrastructure & Development Services distributed a Road Reconstruction Policy management report to committee members prior to the meeting, for their information.

The Director outlined the management report, highlighting the plans, policies and standards that City staff use when considering the construction of, in new developments, or reconstruction of a City street. He summarized the key areas of the policies, including road classification, pedestrian/cyclist/accessibility

facilities, and the financial impacts of road related projects. The current budget falls short of where it should be in order to properly maintain the road network. He noted that a priority list of \$1.4 million was identified and no additional funding has been provided in order to accomplish this plan.

He provided a few examples of reconstruction projects that take into account the Bike and Pedestrian Master Plan. For example, the Romeo Street widening will allow for future bike lanes and the multi-use trail that was constructed on O'Loane Ave. and Lorne Ave.

The committee discussed the issue of the lack of funding to complete projects and how the City prioritizes their to-do list. The Director of Infrastructure & Development Services stated that asset management, road ratings, traffic volume and infrastructure are all factors when determining the priority of reconstruction. Ideally the City will look at roads that can be saved before total reconstruction is required. Henry Centen stated that active transportation aspects should be criteria for staff when making decisions.

Councillor Vassilakos noted that the Bike and Pedestrian Plan, as a stand-alone document, is not working and that it needs to be looked at in context with other City plans. She would like to review how the plan was supposed to be implemented versus actual progress. The committee discussed the benefits of knowing what reconstruction projects are on the City's schedule for the next 5 years so they can determine how they relate to the Bike and Pedestrian Master Plan.

The Director noted that he can provide a map showing the planned reconstruction areas and overlay it with the Bike and Pedestrian master plan.

Motion by Geoff Love, seconded by Sarah Merkel

That staff present the map overlays of the 5 year Infrastructure and Development reconstruction plan and the Bike & Pedestrian Master Plan, at the June 28, 2017 ATAC meeting.

Carried.

The committee discussed the option of asking Council to revisit the Bike & Pedestrian Master Plan before seeing the map overlays. Councillor Vassilakos emphasized the need to reprioritize and know what projects will and will not get done. The committee agreed that it was not necessary to have this done prior to receiving the maps from Infrastructure & Development Services, but would be good to get the process started.

Motion by Councillor Vassilakos, seconded by Lorraine Kuepfer

That Council revisit the Bike and Pedestrian Master Plan and assess planned implementation versus actual progress and that Council

identify Council priorities in the plan to move the Master Plan forward.
Carried.

b.) Update on Bike and Pedestrian Counters

The Director of Infrastructure & Development Services stated that staff have been researching bike and pedestrian counters. He provided a quote from Eco-counter, noting that 2 counters would be \$8,400.00, and that he would need to confirm that they count both pedestrians and cyclists.

He stated that the counters would not need to be purchased by ATAC and that the committee could recommend locations for the counters.

c.) Romeo Street widening – separated bike lanes

Henry Centen noted that he attended the open house for the Romeo Street widening project. He expressed his concerns with the Bike & Pedestrian Master Plan and the type of bike lanes that are proposed. He suggested that a sidewalk on one side and bike trail on the other side could be effective. His main concerns were the volume and speed of traffic, as well as the number of trucks that use that route.

The Director noted the lanes would be 4.7 meters, with a bike lane of 1.2 meters. The current setup of Romeo Street is very wide, so narrowing the lanes will act as a traffic calming measure, as drivers will think the road is narrower than it actually is.

The committee agreed that it has been positive feedback regarding the new bump-outs downtown.

4. NEW BUSINESS

a.) Councillor Vassilakos to provide an update from working group

Councillor Vassilakos noted that a representative from the Ministry of Transportation, Sean Wraith, spoke at the working group about funding for cycling education programs. Mr. Wraith discussed how to effectively use the PDHU, Cycle Stratford and the Stratford Police to get information out to the community.

Councillor Vassilakos also provided the following updates:

- Car free Fridays are returning
- No bike rodeo this year
- Would like to create an inventory of recreation activities that exist

She noted that the working group has been in contact with the school board regarding developing a pilot project around the formula from Green Communities Canada. The board trustees are interested and the Directors of

Education need to figure out which school will run the pilot. The focus of the pilot is cycling safety and if successful could allow other schools to do the same type of program.

b.) Geoff Love to discuss funding for bike light purchase

Geoff Love stated that the Energy & Environment Committee and Cycle Stratford have enough funds to purchase 160 front and back bike lights. These will be installed for Canada Day cycling events and will allow for a reservoir supply to allow for future events.

c.) Geoff Love informed the committee that ATAC partnered with Cycle Stratford to submit a response to the Ministry regarding the proposed province-wide cycling network and it has been posted on the environmental registry.

Motion by Councillor Vassilakos, seconded by Geoff Love

That the Active Transportation and Advisory Committee receive the City of Stratford Road Reconstruction Policy Management Report for information.

Carried.

NEXT MEETING DATE – Wednesday June 28, 2017 – 7:00pm – KIWANIS COMMUNITY CENTRE, 111 Lakeside Drive.

MEETING ADJOURNMENT

Motion by Geoff Love, seconded by Gary Jacques

That the May 24, 2017 ATAC meeting adjourn.

Carried.

Start Time: 7:02 pm

End Time: 8:14 pm



A meeting of the Active Transportation Advisory Committee (ATAC) was held on the above date at 7:00 p.m., Kiwanis Centre, 111 Lakeside Drive, Stratford.

Committee Present: Councillor McManus – Chair presiding, Councillor Vassilakos – Vice-Chair, , Sarah Merkel, Geoff Love, Bernard Goward, Cambria Ravenhill, Lorraine Kuepfer and Gary Jacques

Staff Present: Ed Dujlovic – Director of Infrastructure & Development Services, Nancy Bridges – Recording Secretary

Also Present: Katherine Horst – Perth District Health Unit

Regrets: Nancy Roulston – Manager of Engineering, Brad Hernden – Manager of Recreation and Marketing and Henry Centen

MINUTES

1. DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF BY MEMBERS OF CITY COUNCIL.

None declared.

2. ADOPTION OF PREVIOUS MINUTES – May 24, 2017

Deferred to the next meeting.

3. BUSINESS ARISING FROM PREVIOUS MINUTES

a.) Staff update on purchase of bike and pedestrian counters

The Director of Infrastructure & Development Services noted that two (2) counters have been purchased by the City. One counter counts both pedestrians and bicycles and the other one only counts pedestrians. The current plan for the counters is to use them to gather data for upcoming construction projects.

Councillor Vassilakos suggested using the counters to gather data on before and after school travel.

b.) Staff to present Bike and Pedestrian Plan map vs Infrastructure projects map

The Director of Infrastructure & Development Services distributed a map showing the proposed bike and pedestrian facility types versus the master plan. The map highlighted the completed infrastructure projects and those planned for 2017 and 2018. He noted that staff have set aside funds in the capital budget earmarked for trails. The breakdown is \$50,000 in 2019, \$60,000 in 2020 and \$50,000 in 2021. There are no specific projects planned at this time. There is also \$130,000 in the capital budget for the completion of the Lorne Avenue trail. He clarified that the funds received from the Ministry are for Erie Street road work only from Lorne Ave to the city limit.

Councillor Vassilakos requested that staff put Active Transportation information on the website. She noted that she would like the map to be updated on a regular basis so the public can be made aware of upcoming projects.

Staff clarified that improvements need to be made to the Erie/Lorne intersection before the planned trail can be completed.

4. NEW BUSINESS

a.) Bike parking implementation plan

Councillor McManus briefly outlined the Bike Parking Implementation plan report, noting that the report shows a 2018 implementation. She also noted that the public may be able to suggest locations for the bike racks. Councillor Vassilakos wondered if ATAC should purchase some of the bike parking infrastructure with their reserve budget. Staff indicated that Public Works would be able to store the bicycle valet units outdoors in the public works yard.

Councillor McManus showed the map indicating the proposed locations for the new post and ring bike racks. 120 post and ring units have been recommended for purchase as well as 10 bike valet units. She asked staff if upon Council approval, Public works could install the units once ATAC purchased them. Staff indicated that yes, the units could be installed at no cost, per the report.

Motion by Cambria Ravenhill, seconded by Geoff Love

That ATAC purchase 10 bicycle valet units at a cost of \$100.00 per unit, for use at special events around the City.

Carried.

The committee discussed the need for promotion once the new bike parking measures are in place. Councillor Vassilakos suggested creating a map of bike parking as well as having information available for the public at City Hall.

Motion by Geoff Love, seconded by Lorraine Keupfer

That ATAC purchase 32 post and ring bicycle parking units at a cost of \$250.00 per unit.

Carried.

b.) 2018 budget planning

Councillor Vassilakos stated that she would like to see a focus on the development of wayfinding and mapping in 2018. She suggested working with Stratford Tourism Alliance and a professional company to develop and design proper wayfinding that can be used by both locals and tourists.

Sarah Merkel noted that the Guelph to Goderich trail is also looking at these issues and she will inquire about costs they have researched. Geoff Love would like to include walking and cycling routes, not only trails.

Bernard Goward noted that there is an Avon Trail route that goes through the city but he was under the impression that the City did not want the Avon Trail Group to have signage within the city. Councillor Vassilakos suggested speaking to the Parks Board regarding obtaining approval for signage. The committee discussed the type, size and location of wayfinding signage that should be used. Mr. Goward clarified that typically the standard for wayfinding signage is that they are located so that you can always see the next sign and also in locations where there is the potential to get off track. Sarah Merkel indicated that it would be helpful to have distances and arrows included on signage and installing main kiosks that provide the "big picture" should be considered.

Councillor McManus requested that Sarah Merkel, Geoff Love and Bernard Goward put together budget needs for wayfinding signage and present at the September meeting.

Motion by Sarah Merkel, seconded by Councillor Vassilakos

That Sarah Merkel and Bernard Goward be added to the September Parks Board agenda to discuss wayfinding signage options.

Carried.

The committee agreed that involving Stratford Tourism Alliance would be beneficial and having them include cycling aspects on their tourism maps would be a good idea. Staff noted that City of Stratford sign bylaws will apply for all wayfinding signage.

c.) Funding

Geoff Love noted that the deadline for funding from the Ontario Municipal Commuter Cycling Program is August 18th. Staff stated that they are aware of the program and are looking into it.

d.) Canada Day

Geoff Love stated that the 160 light kits may not arrive in time for the events on Canada Day. Cycle Stratford will look into ways to distribute the lights to the community when they arrive.

NEXT MEETING DATE – Wednesday September 27, 2017 – 7:00pm –
KIWANIS COMMUNITY CENTRE, 111 Lakeside Drive.

MEETING ADJOURNMENT

Motion by Cambria Ravenhill, seconded by Sarah Merkel

That the June 28, 2017 ATAC meeting adjourn.

Carried.

Start Time: 7:00 pm

End Time: 8:05 pm