



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

Date: Wednesday, August 28, 2019

Time: 4:30 P.M.

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

Staff Present: Ed Dujlovic - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Michael Mortimer - Manager of Environmental Services, Tatiana Dafoe - Deputy Clerk, Jodi Akins - Council Clerk Secretary

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

.....

3. Delegations

3.1 Presentation by Larry Baswick

4 - 8

Mr. Baswick has requested to address Sub-committee with respect to speed limits and traffic control on Glendon Road.

Motion by _____

THAT the presentation by Larry Baswick regarding Glendon Road, be heard.

4. Report of the Manager of Environmental Services

4.1 Avon Maitland District School Board – Tower Site License Agreement (ITS19-054)

9 - 10

Motion by _____

Staff Recommendation: THAT Council approve the Tower Site Agreement with the Avon Maitland District School Board to permit their two antennas on the Forman Water Tower for two years to July 31, 2021;

AND THAT the Mayor and City Clerk or their respective delegates, be authorized to sign the agreement.

5. Report of the Acting Clerk

5.1 Noise Control By-law Exemption Request for Wellington Street and St. David Street and on St. Patrick Street

11 - 12

Motion by _____

Staff Recommendation: THAT an exemption from the Noise Control By-law 113-79 be granted to Wightman Telecom Ltd., from September 17 to 19, 2019 from 12:00 p.m., to 6:00 a.m., each night and from September 24 to 26, 2019 from 12:00 p.m., to 6:00 a.m., each night.

5.2 Romeo and Brunswick Crossing – Request for Elimination

13 - 15

Motion by _____

Staff Recommendation: THAT the Romeo Street and Brunswick Street crossing be eliminated starting September 27, 2019;

AND THAT staff be directed to contact area schools regarding the elimination of this crossing guard location as of September 27, 2019.

6. Capital Project Update

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

7. Advisory Committee/Outside Board Minutes

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

Accessibility Advisory Committee minutes of May 7, 2019

Energy and Environment Committee minutes of May 9, 2019

Town and Gown Advisory Committee minutes of March 14, 2019

8. Next Sub-committee Meeting

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

9. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by _____

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

Received by
Clerks
Aug 9/19

Stratford, ON
N5A5K1
Aug. 9, 2019

Jody Akins
Stratford City Hall
Clerk's Office

Hi Jody. Please find attached correspondence I have sent to and gathered from residents in and around Glendon Rd. And which has been forwarded to Police Chief Skinner, Mayor Mathieson, and Councillor Vassilakos. Having met with Chief Skinner, I would like to make a presentation to the ITS sub committee of Council to further the residents' concerns regarding signage on Glendon. I will propose that present speed limits be changed from 40/50 to 40 only and that 3 way STOP signs be installed at the intersections of Bedford and Glendon, Graff and Glendon, and Dawson and Glendon. I will present the results of the petition I circulated and the conclusions drawn from my meeting with Chief Skinner. I would like to meet with ITS at its earliest convenience; Aug. 28th if possible. Thank you for your office's consideration of this request.

Larry Baswick

Good day neighbour.

July 17 '19

I live at _____ St. and am able to observe traffic moving east and west along Glendon. It occurred to me that as often as not vehicles exceeded the speed limit of 50 and 40kph. I contacted a local city councillor who indicated she was aware of the problem, had been for some time, and would move to make it an issue at her level. Subsequent to not being made aware of any developments, I contacted the Chief of Police in the late winter asking for some presence on the street and was assured that despite limited resources, an effort would be made to address the problem. I was told to get back to him within a period of time which I did so a few weeks ago and have yet to receive a reply.

This is not to say that nothing has been done; just that I haven't witnessed any action. Perhaps traffic studies have been conducted or radar has been used or speed display signs have been placed. Nonetheless, traffic has not slowed putting children, pets, wildlife, quality of life, and public order at risk. Therefore, I would ask that you complete the form below as a petition to have the city act to control vehicular (bus, truck, car, motorcycle, etc.) speed on Glendon if you agree to the intent. Please place the completed form in the mailbox at my side door by July 26. I will send the results to the mayor and to Councillor Vassilakos and to Chief Skinner. I will publish any response from them to those of you who have become involved. Thank you.

Larry Baswick

Mayor Mathieson, Councillor Vassilakos, Chief Skinner.

I live in the Glendon Ave. neighbourhood. I believe traffic speeds on Glendon Ave. and its residential feeder streets need to be slowed and request that you act to do so at your earliest convenience. I would further suggest that the speed limit on Glendon Ave. be set at 40 kph for its entirety, that an all-way stop sign be erected at the Bedford intersection and at the Graff St. intersection, and that the area be subject to an ongoing traffic control presence.

Name: _____

Address: _____

Phone: _____

Signature: _____

- Glendon Rd. Traffic

Friday, July 26

You are receiving this note as you were one of the respondents to the petition I sent around. We delivered about 50 forms to everyone on Glendon and its corners from Dawson to Mornington. I received 12 completed forms in return; 25%. Some of you included comments summarized as follows:

- complaints have been registered with the police/politicians in the past to no avail
- all streets should be 40kph
- a motorcycle has been seen doing wheelies on Glendon
- change yield on Dawson to a stop sign
- buses are not above the law
- a private driveway has been offered for radar purposes

Clarification - I suggested 2 stop signs; Graff at Glendon and Bedford at Glendon

I have a meeting with Chief Skinner on Aug. 7. I will present the petition at that time along with anecdotes to date and try to convey the seriousness of our concern. If you wish to expand on your thoughts and observations on the matter, please do so in writing and leave in my mailbox by Aug. 2. I will report the results of the meeting to you by Aug. 9. Mayor Mathieson and Councillor Vassilakos will be kept apprised. Thank you for your participation.

Larry Baswick

16 Fern St.
Aug. 7

Hello Neighbour. I met with Chief Skinner this morning at his office. The meeting was congenial and Chief Skinner presented as a reasonable administrator. He listened carefully and spoke forthrightly about what he could and could not do. I acknowledged that changing speed limits and signage was to be done through city council but he said he absolutely supported a 40kph speed limit for the length of Glendon. He went on to say that decisions for resource deployment need to be data based rather than on perception. I did not take that to mean he dismissed anecdotal evidence and, in fact, he asserted that a 25% return on a petition like ours carried weight as returns of 10% have been effectual in his experience. When I said I haven't seen any obvious police presence in reaction to my initial pleas in the early spring, he indicated that an electronic data gathering system now employed elsewhere in the city will find its way to our neighbourhood soon (I took this to mean within days). The meeting ended cordially with my main take away being Chief Skinner is genuinely interested in our situation and will take steps to assist.

In the meantime: I will proceed to make a presentation to city council regarding reduction of speed to 40kph on Glendon and stop signs on Glendon (at the very least at Bedford.) When that time comes, I would encourage as much presence by you as possible. I will keep you posted. Second, having spoken to one keenly interested neighbour, and in keeping with the Chief's belief that public awareness is a pillar of law enforcement, I would appreciate your feedback regarding the posting of private signs asking drivers to be considerate of our quality of life and high regard for safety. Drivers have to know this is an issue with us. Please drop a note in my mailbox if you have thoughts in this regard. Last, while this initiative may become prolonged, I am determined to see it through to a satisfactory conclusion. It should not, however, preclude you from engaging council members to ensure their appreciation of our concern. Thank you.

Larry Baswick
c. Chief Skinner, Mayor Mathieson, Councillor Vassilakos

Google Maps



- FLASHING
- WALKWAY
- 40/50 K.P.H.
- 2, 3, ... km.
- STOP
- YIELD
- PEDESTRIAN CHILDREN WALKING SIGN
- S.L. SPEED LIMIT
- SCHOOL

Map data ©2019 Google 150m

ONTARIO / HURON - 50 K.P.H. POSTED

50 K.P.H. POSTED AT ENTRANCES TO CITY



MANAGEMENT REPORT

Date: August 28, 2019
To: Infrastructure, Transportation and Safety Sub-committee
From: Mike Mortimer, Manager of Environmental Services
Report#: ITS19-054
Attachments: None

Title: Avon Maitland District School Board – Tower Site License Agreement

Objective: To consider a Tower Site License Agreement with the Avon Maitland District School Board (AMDSB).

Background: The previous agreement with the AMDSB, allowing them to have their two antennas on the Forman Water Tower, expired on July 31, 2019. This new agreement will be for duration of 2 years for two antennas. Dating back to the late 1990's, previous agreements have been for 5 years, but under the new Ontario government Centralized Procurement Initiative and OECM Agreements, it is directed that procurement agreements do not exceed two years in duration.

Analysis: The agreement expired on July 31, 2019. Currently, the AMDSB is charged \$1,110 per antenna and this charge has not increased since 2009. An increase of 2% per year is recommended and is a reasonable increase when compared to recent consumer price index calculations. Additionally, it has been confirmed through a third party evaluation, electrical costs of approximately \$570 per year for the two antennas. These costs would be in addition to the rental costs historically applied.

Financial Impact: Currently, AMDSB pays \$2,220.00 per 12 month period (August 1 to July 31). This would increase to \$2,264.40 for the period of August 1, 2019 to July 31, 2020, and to \$2,309.69 for the period of August 1, 2020 to July 31, 2021. The contract would end on July 31, 2021 with a total of \$4,574.09 to be paid to the City of Stratford over the 24 month period.

Staff Recommendation: THAT Council approve the Tower Site Agreement with the Avon Maitland District School Board to permit their two antennas on the Forman Water Tower for two years to July 31, 2021;

AND THAT the Mayor and City Clerk or their respective delegates, be authorized to sign the agreement.

A handwritten signature in black ink, appearing to read "M. Mortimer", with a long horizontal flourish extending to the right.

Mike Mortimer, Manager of Environmental Services

A handwritten signature in blue ink, appearing to read "Ed Dujlovic", with a long horizontal flourish extending to the right.

Ed Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink, appearing to read "Joan Thomson", with a long horizontal flourish extending to the right.

Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: August 28, 2019
To: Infrastructure, Transportation and Safety Sub-committee
From: Tatiana Dafoe, Acting Clerk
Report#: ITS19-055
Attachments: None

Title: Noise Control By-law Exemption Request for Wellington Street and St. David Street and on St. Patrick Street

Objective: To obtain an exemption to Noise Control By-law 113-79 to allow Wightman Telecom Ltd., working on behalf of Festival Hydro, to work on Wellington Street and St. David Street from September 17 to 19, 2019 from 12:00 p.m., to 6:00 a.m., each night and on St. Patrick Street from September 24 to 26, 2019 from 12:00 p.m., to 6:00 a.m., each night.

Background: Wightman Telecom Ltd., has been retained by Festival Hydro to replace temporary fibre optic connections on their fibre network at the corner of Wellington Street and St. David Street and on St. Patrick Street adjacent to Stratford Police Services. In order to minimize the disruption to their customers, Festival Hydro would like to carry out the work from 12:00 p.m., to 6:00 a.m., from September 17 to 19, 2019 and from September 24 to 26, 2019. Noise Control By-law 113-79 prohibits the operation of any equipment in connection with construction in a residential and commercial zone from 7:00 p.m., of one day to 7:00 a.m., the next.

Analysis: The noise exemption is for the generator that will be used to power the work trailer, 4 way flashing lights, and an arrow board (positioned at the back of the trailer for oncoming traffic). Wightman has indicated the generator is enclosed in a trailer and emits noise at 60dB. This is equivalent to a residential air conditioner.

The location of the work being undertaken on Wellington Street and St. David Street is at the corner where single family homes are present. The location of the work being undertaken on St. Patrick Street is adjacent to Stratford Police Services.

Notification of the work will be provided to area residents by Wightman/Festival Hydro.

Financial Impact: There is no direct financial impact to the City.

Staff Recommendation: THAT an exemption from the Noise Control By-law 113-79 be granted to Wightman Telecom Ltd., from September 17 to 19, 2019 from 12:00 p.m., to 6:00 a.m., each night and from September 24 to 26, 2019 from 12:00 p.m., to 6:00 a.m., each night.



Tatiana Dafoe, Acting Clerk



Michael Humble, Director of Corporate Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: August 28, 2019
To: Infrastructure, Transportation and Safety Sub-committee
From: Tatiana Dafoe, Acting Clerk
Report#: ITS19-056
Attachments: None

Title: Romeo and Brunswick Crossing – Request for Elimination

Objective: To consider eliminating the crossing at Romeo Street and Brunswick Street.

Background: The City of Stratford provides crossing guard services to assist students from Junior Kindergarten to Grade 6 while crossing at specific intersections on their way to and from school. The City currently has 17 crossing locations:

- Borden St. & Norfolk St.
- Britannia St. & Briarhill Dr.
- Cambria St. & Birmingham St.
- Douro St. & Nile St.
- Downie St. & Bruce St.
- Forman Ave. & Hibernia St.
- Huntingdon Ave. & Cawston St.
- Huron St. & Huntingdon Ave.
- John St. & Charles St.
- John St. & Douglas St.
- McCarthy Rd. & Romeo St.
- McCarthy Rd. & Graff Ave.
- Mornington St. & Moffat Walkway
- Romeo St. & Brunswick St.
- St. Vincent St. & Patricia Rd.
- West Gore St. & Church St.
- West Gore St. & Mowat St.

In order to ensure crossings continue to be warranted at existing locations, the City is reviewing crossing locations. The first review completed was for the Romeo Street and Brunswick Street crossing.

Analysis: The determination on whether or not a school crossing guard should be implemented and remain at a proposed intersection comes down to the number of safe gaps available during the time the first child arrives at the crossing up to either the entry bell (AM) or when the last student crosses (PM). Other factors that must also be considered are the number of children crossing, traffic congestion and surrounding conditions which can affect the safety of children while crossing.

A crossing warrant at the Romeo Street and Brunswick Street intersection was conducted on June 20 and 21, 2019. The safe gap time to complete a crossing was 26 seconds. During the completion of the crossing warrants, only one child crossed the intersection one-time, on one day. It is important to note that it is consistent to have only one child cross at this intersection, once a day, every other week. Within each five (5) minute interval, there were never more than three (3) safe gaps.

Romeo Street is a four-lane arterial road and there is only one guard stationed at this crossing. In reviewing surrounding locations, there are reasonable safe crossing options available at the traffic lights on Ontario Street 180m away (less than a 3 minute walk) and at Douro Street 260m away.

Due to the results of the completed crossing warrants and the option to cross elsewhere in close proximity, staff recommend eliminating the crossing located at Romeo Street and Brunswick Street starting September 27, 2019. This will provide staff with sufficient time to notify area schools about the elimination of this crossing location. From September 3 to the 27, a crossing guard will be stationed at the crossing to direct pedestrians to cross at the traffic lights. Starting September 30, the guard will be relocated within the City to another crossing.

Should the number of children crossing at this intersection increase in the future, the City will undertake a crossing warrant study to determine whether a crossing guard is necessary. If the results warrant a guard, staff would prepare a report for council's consideration recommending the installation of a crossing guard at this intersection.

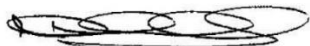
Financial Impact: The cost to remove the crossing guard signs and lights is approximately \$1,500.

Staff Recommendation: THAT the Romeo Street and Brunswick Street crossing be eliminated starting September 27, 2019;

AND THAT staff be directed to contact area schools regarding the elimination of this crossing guard location as of September 27, 2019.



Tatiana Dafoe, Acting Clerk



Michael Humble, Director of Corporate Services

A handwritten signature in cursive script, appearing to read "Joan Thomson".

Joan Thomson, Acting Chief Administrative Officer



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

Committee Present: Peter Zein – Vice-Chair Presiding, Michelle Good, Jessica Jantzi, Councillor Bonnie Henderson, Diane Sims, Judy Hopf

Staff Present: *Dan Sykes – Development Coordinator, Julia Opie –Accessibility Coordinator, Casey Riehl – Recording Secretary

Also Present: *Mike Vancea – Stratford Soccer Association, *Councillor Graham Bunting – Stratford Soccer Association, *Kim Griffiths – City Centre, *Rob Russell – City Centre

Absent: Laurie Maloney Devlin, Julie Patterson, Peg Huettlin

MINUTES

1.0 CALL TO ORDER

Peter Zein called the AAC meeting to order at 11:33 a.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

3.0 DELEGATES: Mike Vancea & Councillor Bunting – Soccer Club Updates

Mike Vancea reported that the Soccer Club is currently working on completing the upgrades at the Festival Hydro Community Park. The Club's goal is to make all five of the fields accessible. They have recently completed the clubhouse renovations, including accessibility upgrades to the washrooms. They have installed a ramp into the building and the trail will lead up to it once completed. With their accessibility upgrades, they did not include a push button for the washroom doors. Members noted that until a button was installed, the washrooms were not fully accessible. It is Mr. Vancea's hope that the City of Stratford will invest in the push button installation. City staff did not circulate the plans for the clubhouse to the AAC to review prior. Due to weather, the trail project around the perimeter of the fields did not start in the fall. They plan to begin after the soccer season later this summer. The trail will be 7-10 ft. wide, packed with stone dust and ready for asphalt if that possibly happens in the future. They have purchased fitness equipment, including accessible equipment. The trail will lead up to the equipment. The club currently has six benches to install at the fields and hope to have 25-30 with some fundraising efforts. Julia Opie suggested if

benches could be placed in the shade where possible, that would be preferential. Mr. Vancea noted that the majority of the fields do not have mature trees close to them, but they will do the best they can with placement of the benches. The AAC site plan review committee will review the trail plans proposed bench placement. AAC members will possibly do a site visit as part of the review.

*Mike Vancea & Councillor Bunting no longer present (12:00 p.m.)

4.0 DELEGATES: Kim Griffith & Rob Russell – Accessible Business Options

Kim Griffith and Rob Russell addressed the committee and explained that they have looked into the doorbell option for downtown businesses. They will research a suitable doorbell that City Centre can partially or fully fund for the businesses to install at their entrances to allow patrons to ring if they need assistance opening the door. The doorbells would be offered to all businesses, not just the ones with StopGap ramps. There are many stores that have an accessible entry that do not have a step or steps into their business, but could benefit from a doorbell simply to offer assistance opening the door. Mr. Russell would like to see this project get done soon. Members recognize there will be some problems with people ringing the bell when they do not require assistance, however the hope is with signage explaining the use, they will leave it alone. Julia Opie will provide information on height requirements for power door operators, which would be a good guideline for placement of the doorbells.

Diane Sims noted that she has been asked to participate in the ribbon-cutting ceremony at a downtown pharmacy who recently installed a push button on the front door of their business. The ceremony is being held on May 16, 2019 at 10:00 a.m.

*Kim Griffith & Rob Russell no longer present (12:15 p.m.)

5.0 INFRASTRUCTURE & DEVELOPMENT SERVICES UPDATE – Dan Sykes

Dan Sykes reported that the AAC has a 2019 curb cut budget of \$30,000.00.

There are currently two projects scheduled to be completed in May – St. David at Wellington (est. cost \$6,300.00) and Waterloo Street sidewalk at Downie (est. cost \$3,000.00).

The Erie Street sidewalks are still planned for 2019 and the City is still working on securing the property to complete the pedestrian pathway on Mornington from Graff to McCarthy.

Road reconstruction projects for 2019:

- St. Vincent St. (Patricia to Redford) – Mr. Sykes will inquire about the details on what sidewalks are being installed.
- Pleasant Drive (Ontario to Devon) – scheduled to begin in June
- Frederick Street (Romeo to Burritt)
- Burritt Street (Frederick to Douro)

Councillor Henderson inquired if there has been any feedback on making Memorial Garden accessible? Mr. Sykes noted that this would have to be a future project that Community Services would take on as it is part of the park system. Julia Opie suggested the committee work on putting together a recommendation of all accessibility requests that would fall under Community Services, such as Memorial Park and power door operators at sports fields.

*Dan Sykes no longer present (12:25 p.m.)

6.0 ELECTION OF COMMITTEE CHAIR & VICE-CHAIR FOR REMAINDER OF 2019

Staff declared nominations for the 2019 Chair of the Accessibility Advisory Committee Open.

Judy Hopf nominated Peter Zein.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Michelle Good, seconded by Councillor Henderson to close nominations for the 2019 Accessibility Advisory Chair. Carried.

Peter Zein indicated that he would allow his nomination to stand.

Motion by Diane Sims, seconded by Councillor Henderson to elect Peter Zein as the 2019 Chair of the Accessibility Advisory Committee for the remainder of the year. Carried.

Staff declared nominations for the 2019 Vice-Chair of the Accessibility Advisory Committee Open.

Judy Hopf nominated Councillor Bonnie Henderson.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Judy Hopf, seconded by Diane Sims to close nominations for the 2019 Accessibility Advisory Committee Vice-Chair. Carried.

Councillor Henderson indicated that she would allow her nomination to stand.

Motion by Michelle Good, seconded by Diane Sims to elect Councillor Henderson as the 2019 Vice-Chair of the Accessibility Advisory Committee for the remainder of the year. Carried.

7.0 ADOPTION OF THE PREVIOUS MINUTES – April 2, 2019

Motion by Michelle Good, seconded by Councillor Henderson that the minutes dated April 2, 2019 be adopted as printed. Carried.

8.0 PARKING

No new updates.

9.0 TRANSIT

No new updates.

10.0 SITE PLAN REVIEW SUB-COMMITTEE UPDATE

The site plan review committee reviewed two plans this month and copies of the feedback reports have been provided to the AAC.

11.0 AAC PROJECTS UPDATE

(a) Stratford Sporting Facilities Accessibility Review – B. Henderson

Councillor Henderson and Peter Zein will aim to have the review completed by the end of May. Councillor Henderson will make arrangements with the Parks Manager for some dates to tour the facilities and sports fields.

12.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Stratford Accessibility Guidelines – Julia Opie

Julia Opie is waiting on the zoning by-law to complete the guidelines. She has received some feedback from staff. She has an accessibility steering committee meeting in May to discuss further.

(b) Update on Stratford Home Show

Members reported that the Home Show went very well. There were a lot of comments regarding traffic signals. One item raised was the issue of the “walk” signal only coming on to cross if you push the button. Otherwise the hand stays up, even when the traffic lights change. Some people are not physically capable of reaching and pressing the crosswalk button.

Motion by Michelle Good, seconded by Diane Sims that the Accessibility Advisory Committee recommends all crossing signals automatically change with the traffic lights without having to push the button, which will accommodate pedestrians who are not physically able to reach or push the buttons to cross safely; or investigate pedestrian motion sensors as an alternative option. Carried.

Judy Hopf noted that the committee should look into replenishing AAC promotional items. The stock was mostly depleted after the Home Show. Councillor Henderson will investigate some options. Staff will update on the budget at the June meeting.

(c) 2019 Accessibility Awareness Week (May 31 – June 6)

Judy Hopf updated the committee that Stratford Northwestern Secondary School teachers are eager and on board to organize the accessibility event at the school. Julia Opie will contact both the Alzheimer's Society and Autism Stratford and suggest they put a program together for that day at the school. The AAC will have their display board up at the school that day. Julia Opie will supply some bookmarks and any information and swag items she can gather up for that day. They are expecting 60 Northwestern students to participate and 60 students from Avon Public School who will pair up with them.

Motion by Councillor Henderson, seconded by Michelle Good that the Accessibility Advisory Committee spends up to a maximum of \$250.00 for prizes and supplies required for the Accessibility Awareness Week Event at Stratford Northwestern on May 28, 2019. Carried.

(d) Age-Friendly Communities – Councillor Henderson

Staff will complete a management report for Sub-committee with this request.

(e) Rotary Complex Parking Lot Renovations

No new updates.

13.0 NEW BUSINESS

(a) International Day of Persons with Disabilities –Julia Opie

Julia Opie discussed a campaign that the City of Burlington ran last year called "Respect the Space" program to stop people from parking in accessible spots when they do not require it. The campaign launched in November, before the holiday season, with a public education campaign where they ran ads such as, "no permit, no parking" and "mind the lines". It was a multi-faceted communication plan and Ms. Opie suggests working with the city's communication lead to put together a plan. The City of Burlington has offered to supply Stratford with all their information and background work, including brochures and ads. Ms. Opie will gather the information from Burlington and discuss the program with Mike Beitz. This would be a great campaign to run for this year's International Day of Persons with Disabilities. Further discussion on plans at the June meeting.

(b) Loop Parents Fair – Councillor Henderson

Councillor Henderson inquired if the AAC should set up a display at this weekend's family resource expo. If Councillor Henderson is able to register, she will attend.

Motion by Michelle Good, seconded by Diane Sims that the Accessibility Advisory Committee spends up to a maximum of \$100.00 for registration fees to participate in the 2019 Loop Event. Carried.

14.0 NEXT MEETING – Tuesday, June 4, 2019 – 11:30 a.m. – Avon Mtg. Room

15.0 ADJOURNMENT

Motion by Michelle Good, seconded by Judy Hopf that the meeting adjourn. Carried.

Time: 1:25 p.m.



**A meeting of the Energy & Environment Advisory Committee
was held on the above date at 4:00 p.m.
City Hall Annex, 82 Erie Street, Stratford ON – Avon Meeting Room**

Present: Emily Chandler – Chair Presiding, *Councillor Bonnie Henderson, *Dave Hanly, *Marianne Hawley, Craig Merkley, Vanni Azzano, Sammie Orr, Mike Jorna, Matthew Orchard, Councillor Jo-Dee Burbach

Staff Present: *Taylor Crinklaw – Project Engineer, Casey Riehl – Recording Secretary

Also Present: Lorraine Kuepfer

Absent: Anna Stratton, Dave Mabee, Kate Simpson – Waste Reduction Coordinator

MINUTES

1.0 CALL TO ORDER

Emily Chandler called the 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 – April 4, 2019

Motion by Councillor Burbach, seconded by Mike Jorna that the minutes dated April 4, 2019 are adopted as printed. Carried.

*Councillor Henderson now present (4:04 p.m.)

4.0 DELEGATE: Lorraine Kuepfer – Bee City

Lorrain Kuepfer introduced herself to committee members and explained her involvement with Bee City. She explained how Bee City, Bee City Canada and Bee City Stratford are working towards cultivating a new ethic in communities and homes. Bee City is 100% volunteer based, including the directors. They are extremely connected to indigenous teachings of respecting nature. Stratford became the fourth Canadian Bee City and the second community in Ontario in 2017.

*Marianne Hawley now present (4:06 p.m.)

Currently, there are 24 Bee Cities, 24 Bee Schools, 18 Bee Businesses and a Bee City Faith Community. Bee City stretches from Vancouver Island to Newfoundland to the Yukon. Ms. Kuepfer runs the social media account for Bee City Stratford and sends out a post each week that is educational and positive. The priorities of Bee City are to reach out to the indigenous community, education, emphasizing youth involvement, increasing pollinator habitat and biodiversity.

*Dave Hanly now present (4:10 p.m.)

Each year the City of Stratford must submit an application to maintain their Bee City status. As part of the program, each city must form a pollinator working group, which Ms. Kuepfer has organized. Ms. Kuepfer asked E&E members to please keep her informed of all projects that the committee has worked on to also include in the applications.

Ms. Kuepfer stressed that the native bees are in great danger. People need to respect nature and everyone can make a difference. Encouraging citizens to plant native plants will help attract native bees. Dave Hanly inquired if Ms. Kuepfer has any stats on native bees in Ontario? She explained that there are stats for Ontario and pesticides are the greatest threat to the bees. Mike Jorna encouraged Ms. Kuepfer to connect with local service clubs to assist with funding and assist with demonstration projects. Dave Hanly inquired what E&E can do to help facilitate a better habitat? Ms. Kuepfer explained that if the city can increase the number of native trees, shrubs and plants within the park system, that would help greatly. Matthew Orchard inquired if Bee City Stratford has a "wish list" of goals for the city? Ms. Kuepfer stated that they have just formed the committee and getting started. Craig Merkley stated that encouraging the naturalization of industrial and commercial properties would be a good goal. Vanni Azzano stated they are currently working with Bedford School planting wild flowers in their old baseball diamond area.

5.0 UPDATES FROM WORKING GROUPS

Carbon Reduction

Emily Chandler and Sammie Orr have been working on the cosmetic repurposing project and it has been going really well. Mike Beitz informed them that to date, there has been 33,000 hits on the city's Facebook page and shared 415 times.

Ms. Chandler informed the committee that Mike Beitz has been doing social media updates on the waste and recycling changes in Stratford. This has been helping the initiative to have restaurants try to reduce their waste by giving examples of how they can make changes. He has also been sharing information on issues that restaurants face, such as recyclable or compostable take-out containers. Vanni Azzano inquired if the take-out containers are an issue that the Waste Reduction Coordinator would address? Ms. Chandler noted that she received all her information for Stratford from Bluewater

Recycling directly. She has also encouraged any business owners to get in touch with the city's Waste Reduction Coordinator with any questions they might have prior to purchasing containers.

Councillor Burbach stated that the city is currently working on a quote for a green bin program, even if Stratford does not have their own facility here. Some compostable containers will be able to go into a green bin.

Ms. Chandler has been in contact with the Social Services Maintenance Manager and he will distribute the LED light bulbs for use in Stratford's geared for income housing.

Ecological

Craig Merkley updated the committee that UTRCA engineering staff would like to see the John Street weir left out this season to coincide with the Shakespeare pedestrian bridge repairs being done this summer. This would be a good trial to see how the water flows this season without the weir, before a decision is made to permanently remove it.

Taylor Crinklaw reported that the entire Queen Street project is estimated at over \$24,000,000.00 and remains as an unfunded project. Staff has submitted an application for funding, however have not heard if they are successful.

*Taylor Crinklaw no longer present (4:35 p.m.)

Mr. Merkley reported that the shoreline work is at a standstill, they have been rained out and unable to finish the job. They are hoping to begin work next week, weather permitting. The media event has been rescheduled to Wednesday, May 29th at 2:30 p.m.

Vanni Azzano reported that the UTRCA completed the tree planting along the Avon River with students. They planted half the trees (75) and Community Services will be doing the remaining 75. Craig Merkley reported that students planted 150 trees around Shakespeare Pond. This is the 25th year that the students have been doing various plantings.

6.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Request to Update the Roundtable for the Environment – Update

Craig Merkley and Councillor Henderson met with Rob Horne to discuss Roundtable plans. They discussed the newly created Climate Change position and what that staff member will be looking after. At this time, there has not been a mandate set for the position. The CAO is going to review the current Roundtable for the Environment document and meet again with interested E&E members to see how they can tie it into the city's Strategic Priorities. Councillor Burbach will circulate the strategic priorities information to members.

(b) Green Program Update – Vanni Azzano

Vanni Azzano updated the committee that the Grade 7's helped clean up the drain on Matilda Street between Huron and Douglas Street and along the Sobeys parking lot. Councillor Henderson reported they also went back out and did around the Giant Tiger parking lot. Currently, they are drafting a report on the program and what they have learned. The next step is the "taking it public" stage, figuring out how to make the public aware of what they did, how it helped and future involvement for the public. The Grade 8's are working on a target date of the June 6th E&E committee meeting to present their green cone digester report.

(c) Climate Momentum Blog Update – Emily Chandler

Emily Chandler reported that the climate momentum website has launched with weekly blogs and articles. They are also on Facebook, Twitter and Instagram.

7.0 UPCOMING EVENTS

Avon River Media Event	May 29, 2019 @ 2:30 p.m.
London Water Festival VIP Tour	May 15, 2019
Stratford Water Day	April 22, 2020
Perth Children's Water Festival	May 26-28, 2020

8.0 NEW BUSINESS

(a) Greening Projects for the City – Mike Jorna

Mike Jorna discussed the idea of a "tree tour" around the City of Stratford to view past and ongoing greening projects and future project ideas. Organizing a bus tour for E&E members, Council and staff to visit all the various project that have been done along the Avon River watershed from Shakespeare Pond down to Dunn's Bridge. Mr. Jorna stated there are far too many large mature trees being taken down. Citizens are cutting down large trees on private property quickly. The trees to human ratio requirements are far too low. Conservatively, various reports state the ratio of trees to humans should be 200:1. Stratford is drastically below these ratios. A discussion between E&E members and staff would be beneficial to brainstorm on how best to move forward with plans for greening the city and to educate citizens on the importance of greening their private property. Without a tree policy for Stratford, it is not possible to enforce tree planting on private property. Councillor Burbach added that the last statistics for woodland cover in the City of Stratford is from 2004 and it is 2.9%. This is considered to be low, as rural areas in the region are at 11% for the whole watershed. The recommended target coverage commonly cited in landscaping and ecology literature is 25-30%. These percentages all must be balanced by various factors, such as urban settings.

Motion by Mike Jorna, seconded by Sammie Orr that the Energy & Environment Advisory Committee invites Community Services Staff to attend an upcoming committee meeting to discuss the Roundtable for the Environment and to explore what they see possible for urban forestry in Stratford. Carried.

Staff will contact the Director of Community Services and the Parks Manager to invite them to attend the June 6th E&E meeting.

Dave Hanly also suggested a plan to initiate discussions with rural partners in the surrounding municipalities to explore what can be done in a broader scale.

Craig Merkley stated that over the years they have been using a trust fund towards greening projects. There is a small amount still left to use. Dave Hanly inquired what can be done publicly to build these trust funds up. This would allow people with a concern and love for the environment to contribute money towards greening projects. Further discussion regarding this with staff at the June meeting.

9.0 NEXT MEETING DATE – June 6, 2019 – 4:00 p.m.– Rotary Complex (Mansbridge Rm.)

10.0 ADJOURNMENT

Motion by Vanni Azzano, seconded by Marianne Hawley that the meeting adjourn. Carried.

Time: 5:20 p.m.



A meeting of the **Stratford Town and Gown Committee (T&G)** was held on the above date at 5:45 p.m. – University of Waterloo - 125 St. Patrick Street, Rm. 1003, Stratford ON

Present: Councillor Martin Ritsma – Chair Presiding, Nancy Orr, Annaka Willemsen, Councillor Bonnie Henderson, Councillor Dave Gaffney, Kiera McMaster

Staff Present: Jeff Leunissen – Manager of Development Services, Casey Riehl – Recording Secretary

Also Present: Randi Rudner – Stratford Chef School

Absent: Stephanie Potter – Policy & Research Associate – CAO's Office

MINUTES

1.0 CALL TO ORDER

Councillor Ritsma called the meeting to order at 5:45 p.m. and asked members and guests to introduce themselves.

2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

3.0 ELECTION OF 2019 CHAIR & VICE CHAIR

Staff declared nominations for the 2019 Chair of the Stratford Town and Gown Advisory Committee Open.

Councillor Henderson nominated Nancy Orr.

Councillor Gaffney nominated Councillor Ritsma.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Gaffney, seconded by Councillor Henderson to close nominations for the 2019 Stratford Town and Gown Chair. Carried.

Nancy Orr indicated that she would not allow her nomination to stand.

Councillor Ritsma indicated that he would allow his nomination to stand.

Motion by Councillor Henderson, seconded by Annaka Willemsen to elect Councillor Ritsma as the 2019 Chair of the Stratford Town and Gown Advisory Committee. Carried

Staff declared nominations for the 2019 Vice-Chair of the Stratford Town and Gown Advisory Committee Open.

Councillor Henderson nominated Nancy Orr.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Annaka Willemsen, seconded by Councillor Gaffney to close nominations for the 2019 Stratford Town and Gown Vice-Chair. Carried.

Nancy Orr indicated that she would allow her nomination to stand.

Motion by Councillor Henderson, seconded by Councillor Gaffney to elect Nancy Orr as the 2019 Vice- Chair of the Stratford Town and Gown Advisory Committee. Carried

4.0 ADOPTION OF PREVIOUS MINUTES – November 15, 2018

Motion by Councillor Henderson, seconded by Nancy Orr to adopt the previous minutes dated November 15, 2018 as printed. Carried.

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) T&G Communication Plan/Council Presentation

Members were happy with the T&G presentation at Council. Mike Beitz videotaped the presentation to share clips on social media at a later date. Annaka Willemsen volunteered to do some smaller sound bites to add to the university website, as well as the city website. Staff will inquire with Mr. Beitz what lengths the clips need to be to put on the website or social media. Members all agreed that doing the yearly update at Council is definitely valuable information.

Annaka Willemsen reviewed the committee communication plan:

Student engagement – welcome event/housing showcase, stress buster event, student gallery showcase, work with Global Business Digital Arts Society [GBDA Society] on orientation efforts in September and have T&G play a larger more visible role in events, possible GBDA sticker design contest.

City as a Community – article in local publication about being a student-friendly community, information out on local radio to welcome students in the fall/January for housing/updates, work in conjunction with the Stratford Chef School.

Post-Secondary Institutions – regularly sharing T&G meeting minutes.

City of Stratford – Spotlight on the T&G Committee's efforts, sharing strategic priorities and accomplishments.

Landlords – Sharing existing resources for students moving in for off-campus housing (August), housing fair (January), move-out resources (March).

Councillor Henderson inquired with Randi Rudner if the Stratford Chef School has many international students. Ms. Rudner noted that they do not and that students are almost entirely from Ontario.

(b) 2018/19 Student Welcome Event Plans

Councillor Ritsma reported that the welcome event in January went very well. Annaka Willemsen added that the event and refreshments provided were well received by the students. Councillor Ritsma inquired with Nancy Orr if this was a better event for landlords to participate in. She agreed that combining the student welcome and landlord open house into one event, worked well.

The committee would like to invite the Chef School to the 2019 scavenger hunt. Ms. Rudner indicated that the Chef School would like to participate. Martin Ritsma suggested the T&G committee members could play a larger role at the event, not just hand out water. Perhaps being a clueholder.

Annaka Willemsen suggested holding a welcome event for the 2nd year students in September. The housing showcase in January will be a second event to meet the students. She suggested holding a welcome event for the Chef School in October when their students are all here.

Members discussed partnering with the GBDA Society to possibly work on co-events. Kiera McMaster noted that they are working on addressing some of the same issues that the T&G discusses, such as housing. The GBDA Society focuses their efforts and funds on hosting events at the Waterloo campus, as that is mainly where the students are. Councillor Ritsma suggested the T&G committee could attend a future GBDA Society meeting to introduce the T&G committee and to encourage them to keep the T&G in mind when organizing events.

Randi Rudner reported that the Chef's School has been working on their orientation program and will have a finalized plan for the next T&G meeting.

(c) Youth Retention Strategy Update – Stephanie Potter

Stephanie Potter has forwarded staff an update on the youth retention strategy the city is working on. Staff will forward her update via e-mail.

6.0 NEW BUSINESS

(a) Annual Review of T&G Terms of Reference

Members discussed the current terms of reference and agreed it is up to date. Members inquired with Randi Rudner if the Stratford Chef School would be interested in being a voting member of the T&G Committee? She indicated that they would be interesting in joining.

Motion by Councillor Gaffney, seconded by Councillor Henderson that the Stratford Town & Gown Advisory Committee requests Council add a representative from the Stratford Chef School as a voting member of the Town & Gown Advisory Committee. Carried.

(b) Project Showcase – Tuesday, April 2, 2019 – U of W, Stratford Campus

Annaka Willemsen invited T&G members to an upcoming event that provides an opportunity for students and faculty to showcase the work the students have been doing. Nancy Orr suggested setting up the T&G banner at the event.

7.0 NEXT MEETING DATE – Thursday, June 6, 2019 @ 5:45 p.m. – U of W

8.0 ADJOURNMENT

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

Time: 6:45 p.m.