



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

**Date:** Wednesday, March 29, 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, Joan Thomson - City Clerk, Mike Bellai - Stratford Police Chief

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 Kimberly Richardson

5 - 27

Kimberly Richardson, Chair of the Stratford Sesquicentennial Committee has requested to present to Sub-committee regarding the 150 Sesquicentennial event.

### 4. Report of the Director of Infrastructure and Development Services

#### 4.1 Huron Street 60 km/h Speed Limit Zone (ITS17-010)

28 - 29

Motion by \_\_\_\_\_

**Staff Recommendation:** THAT Schedule 14, Higher and Lower Speed Limits, of the Traffic and Parking By-law 159-2008 be amended by deleting the following:

Street	Between	Between	Maximum Limit
Huron Street	Westerly Limit Lot 1 Plan 446	City Limit	60 km/h

### 5. Report of the City Clerk

#### 5.1 Request for a secondary Special By-law Enforcement Officer for 91 Wellington Street (ITS17-009)

30 - 31

Motion by \_\_\_\_\_

**Staff Recommendation:** That the request from the Stratford LCBO to appoint Cheryl McCorquodale as a Special By-law Enforcement Officer to enforce certain parking restrictions on private property at 91 Wellington Street be approved;

And that an agreement be entered into with respect to the appointment of the Special By-law Enforcement Officer.

#### 5.2 Request for Exemption from Noise Control By-law 113-79 for a private event at 38 Kay Street (ITS17-012)

32 - 34

Motion by \_\_\_\_\_



**Staff Recommendation:** That approval be given to the request from the owners of 38 Kay Street for exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone, the loading and unloading provision and from the unreasonable noise provision [Schedule 1 clause 8] on Saturday, June 10, 2017 until 11:00 p.m.

- 5.3 Request for Exemption from Noise Control By-law 113-79 for the 2017 ACES Car Show (ITS17-013)** 35 - 37

Motion by \_\_\_\_\_

**Staff Recommendation:** That approval be given to the request from the ACES Car Show organizers for exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone, the loading and unloading provision and from the unreasonable noise provision [Schedule 1 clause 8] on Sunday, June 25, 2017 from 6:00 a.m. to 4:00 p.m. on Lakeside Drive from Front Street to Lakeside Drive North.

- 5.4 Request for Exemption from Noise Control By-law 113-79 for the 2017 Stratford Blues & Ribfest (ITS17-014)** 38 - 40

Motion by \_\_\_\_\_

**Staff Recommendation:** That approval be given to the request from Stratford Blues & Ribfest for exemptions from the Noise Control By-law 113-79 for the June 23 to 25, 2017 event to permit the amplification of sound in a residential zone on Friday and Saturday nights until 11:00 p.m. and on Sunday from 12:00 p.m. to 6:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the 2017 Blues & Ribfest, including set up on June 22 from 5:00 pm to 8:00 pm and take down on June 25 to 8:00 pm.

- 5.5 Request for Exemption from Noise Control By-law 113-79 for the 2017 Canada Day Celebrations (ITS17-015)** 41 - 42

Motion by \_\_\_\_\_

**Staff Recommendation:** That approval be given to the request from the Stratford City Centre BIA for exemptions from Noise Control By-law 113-79 for the Canada Day Celebrations on Veterans Drive and Market Square on Friday, June 30, 2017 from 5:00 p.m. to 10:00 p.m. and Saturday, July 1, 2017 from 5:00 a.m. to 9:00 p.m.

## **6. Capital Project Update**

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



**7. Advisory Committee/Outside Board Minutes**

43 - 68

The following Advisory Committee minutes are provided for Sub-committee's information:

Active Transportation Advisory Committee Minutes of January 25, 2017

Accessibility Advisory Committee Minutes of January 3, 2017 and February 7, 2017

Energy and Environment Advisory Committee Minutes of January 12, 2017 and February 9, 2017

Stratford Town and Gown Committee Minutes of September 22, 2016

**8. Next Sub-committee Meeting**

The next Infrastructure, Transportation and Safety Sub-committee meeting is April 26, 2017 at 4:30 p.m. in the Council Chamber, City Hall.

**9. Adjournment**

Meeting Start Time:

Meeting End Time:

Motion by \_\_\_\_\_

**That the Infrastructure, Transportation and Safety Sub-committee meeting adjourn.**



# Stratford Celebrates Canada 150

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Infrastructure Sub-Committee  
Kimberly Richardson, Chair Sesquicentennial Committee  
Wednesday, March 29, 2017

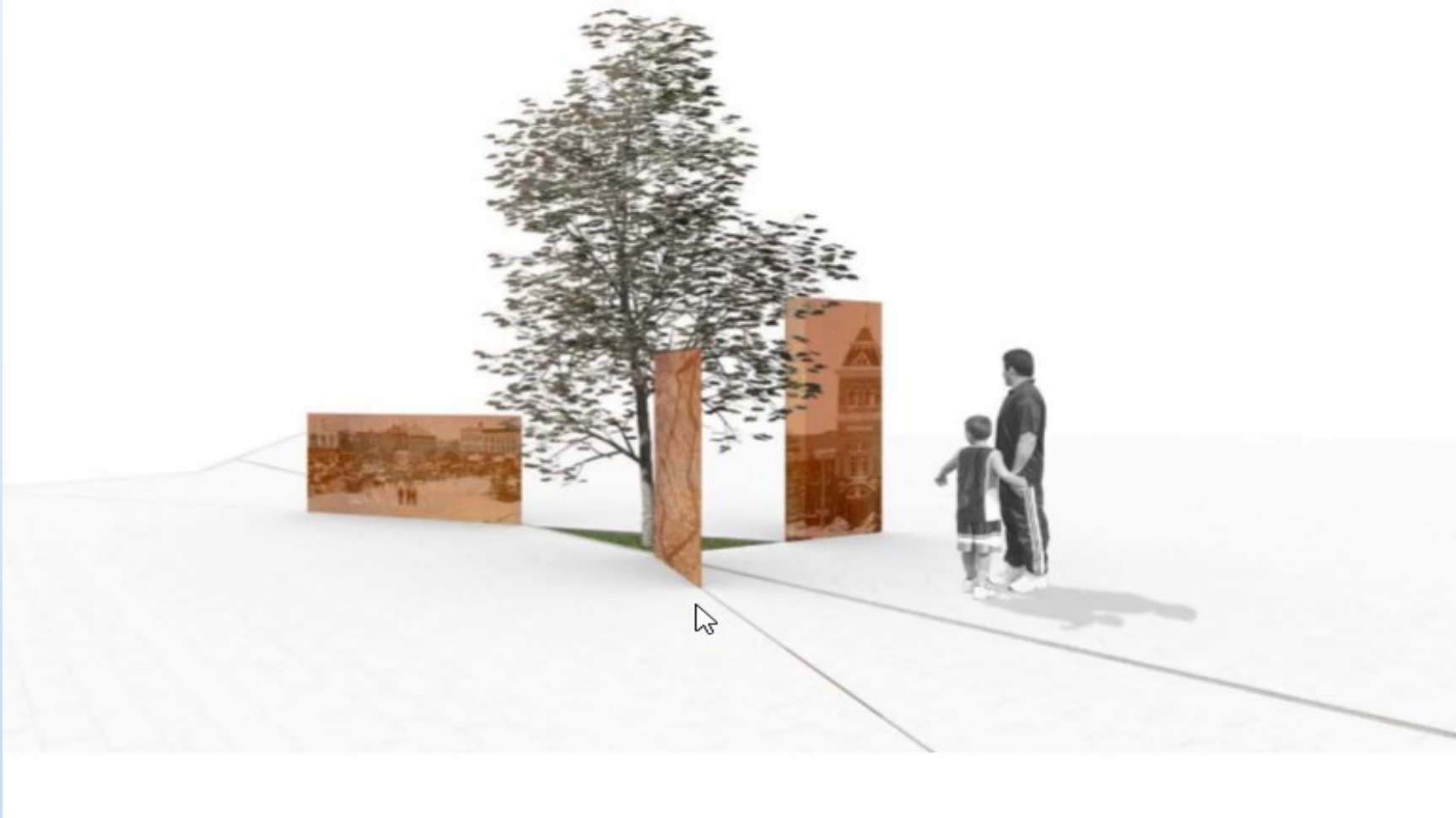


# Update

- Grant Applications
  - Canada 150
  - Trillium 150
  - Community Foundation
- 150 Website up and running  
<https://www.stratfordcanada.ca/en/visitus/Stratford150-Welcome.asp>
- Two proclamations
  - Charlottetown Conference
  - London Conference



# Legacy Project





# Update continued

- Digital time capsule - closes July 1, 2017
  - <http://stratford.survey.esolutionsgroup.ca/TakeSurvey.aspx?SurveyID=8ILK3I4>
- In partnership with STA - created a portal for community partners to promote their events on their website
  - Events can be endorsed by the Sesquicentennial Committee
- Hired a Social Media / Communications person to assist with the promotion of Sesqui events



# Update continued

- Digital time capsule - closes July 1, 2017
  - <http://stratford.survey.esolutionsgroup.ca/TakeSurvey.aspx?SurveyID=8ILK3I4>
- In partnership with STA - created a portal for community partners to promote their events on their website
  - Events can be endorsed by the Sesquicentennial Committee
- Hired a Social Media / Communications person to assist with the promotion of Sesqui. events



# Canada 2017 - Morning Veterans Drive

Let's celebrate the great accomplishments and capacities of our Stratford Youth!

Our morning program is all about youth and community groups coming together to show us their best on Canada's 150<sup>th</sup> birthday.

- Cycle Stratford is leading both long & short bike rides for all, and the YMCA is leading a Fun Run and Trivia Contest around Lake Victoria. Breakfast is available at the Slow Food Market and the Stratford and District Agricultural Society kiosks.



# Canada 2017 - Morning Veterans Drive

- At 9 am, the Band Shell will come to life with groups of incredibly dedicated, talented young performers and athletes showcase their skills and talents.
- "Old Fashioned" picnic games, like 3-legged races, egg races and sack races, will be lead by the Stratford YMCA Youth Leaders.







# Road Closure Summary - Veteran's Dr.

- June 29<sup>th</sup>
  - 3:00pm Meter hood notifications go up on Cobourg
- June 30<sup>th</sup>
  - 7:00pm Barricades either end of Veteran's Drive
  - Barricade Cobourg feeding on to Veteran's Drive
  - 7:30pm Setup of Veteran's Drive begins
- July 1<sup>st</sup>
  - 6:00am Final Setup
  - 2:00pm All Barricades come down (waiting for confirmation that washrooms will be gone)



# Canada Day 2017 - Afternoon Market Sq.

- Highlights

- Beard Growing Contest - judging
- Large Sesquicentennial flags available to be signed by participants for traditional Time Capsule
- Unveiling of Legacy Project
- Commemoration of Market Square
- Bronze Star
- Local Performers
  - Emma Rouse
  - Kolton Steward
  - Dan Stacey & Black Swans
- Year to Year Favourites



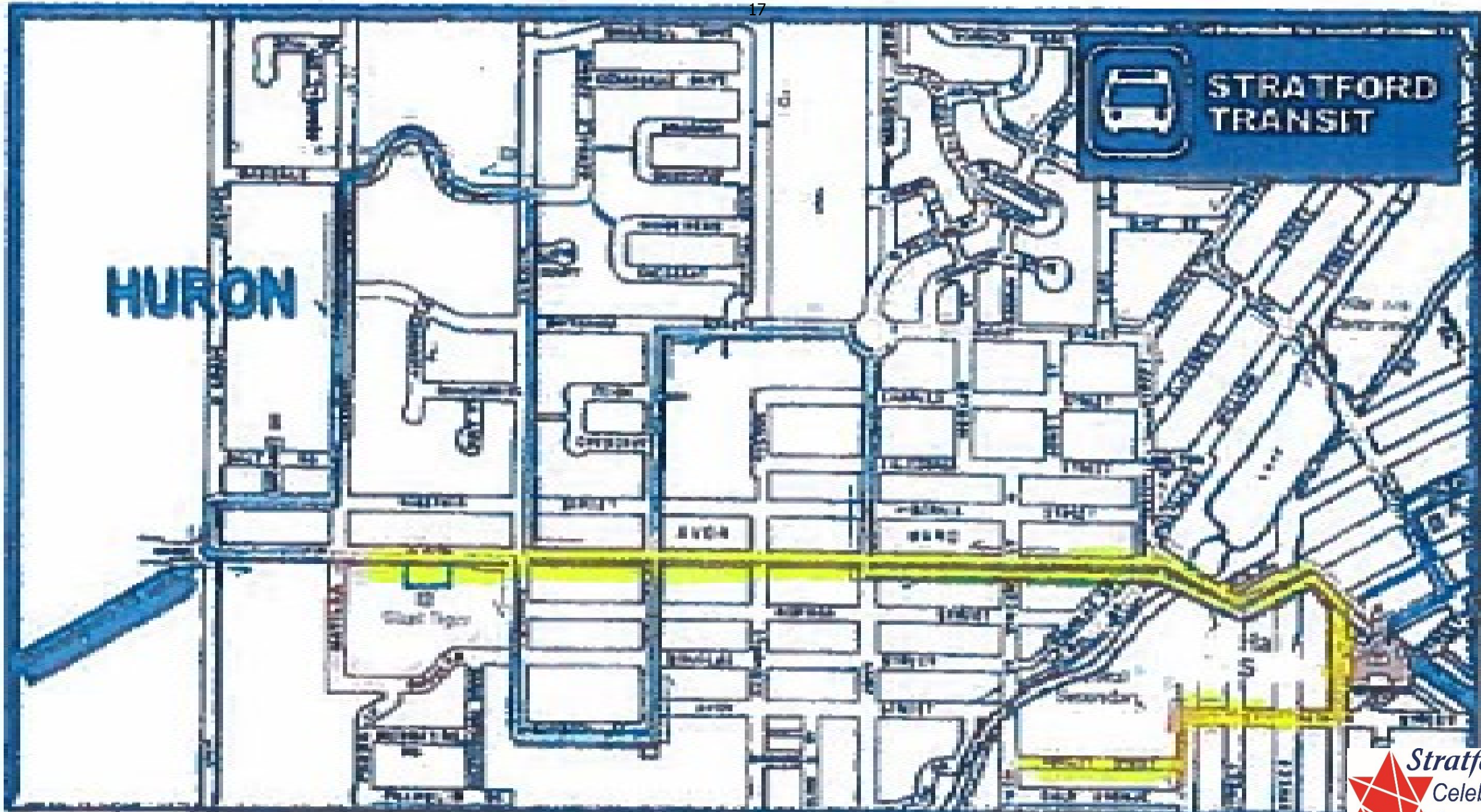




# Road Closure Summary - Market Sq.

- June 28<sup>th</sup>
  - 3:00pm Meter hood notifications go up on Market Square, Wellington & Downie
- June 29<sup>th</sup>
  - 11:00pm Barricades are set up at either end of Wellington and Downie Streets.
- Barricade all streets feeding onto Downie
- Allow for traffic to leave the area, but limit entry
- June 30<sup>th</sup>
  - 9:00am Tent Company arrives to begin full setup
- July 1<sup>st</sup>
  - 5:30pm Downie street is cleared and reopened
  - 6:00pm Wellington Street is cleared and reopened
  - 8:00pm Market Square is cleared and clean







# Road Closure Summary - Evening

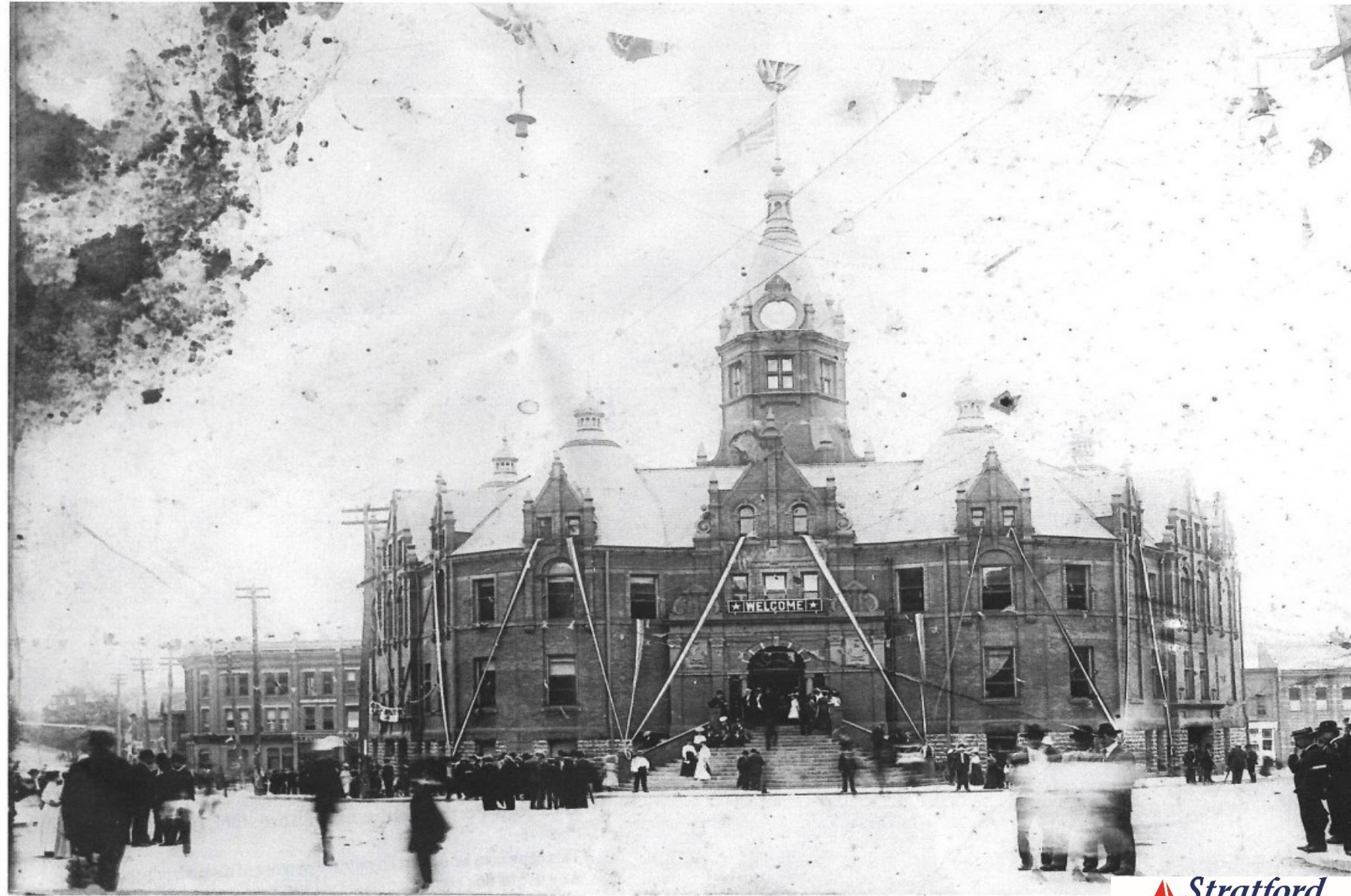
- July 1st
  - 6 - 7 pm
    - Birmingham & Worsley
    - St. Patrick & Erie & Wellington
    - Wellington to Downie
    - Downie to Ontario
    - Ontario to Huron
    - Finish at Giant Tiger

Kinsmen Club will put up and take down barricades before and after the parade

- 9 pm
  - Matilda Street before SERC Site to Bell Court
  - Oakdale from Forman to O'Loane



# Inspiration





# City Hall

Pendant Banners - Side



Bunting - Front & Wings





# V - Front



# Lamp Standards & Front Steps City Hall





# Requests of Infrastructure

- To erect Canadian Flags on the Lamp Standards within the City Core
  - Timing
    - 1<sup>st</sup> of June to 2<sup>nd</sup> Week of July
- Decorating City Hall
  - Request and drawings submitted to Building & Planning
  - Timing
    - Mid June to mid July
- Festival Hydro will assist in hanging the flags, decorations and Erie Street Bridge Banner



# Still to come ....

- Planting a Family Forest
  - Borden & Simcoe Streets
  - May 2, 2017
  - Partners
    - Avon Maitland / Huron Perth Catholic Schoolboards
    - UTCA
    - Boy Scouts
    - City of Stratford
- Painting of Very, Very Large Canadian Flag
  - Lower Queens Park
- Decorating City Hall, Banners, Lamp Posts in the Core



# STRATFORD SESQUICENTENNIAL FOREST

THIS WOODLOT OF NATIVE TREES WAS PLANTED BY LOCAL STUDENTS AND CITIZENS OF STRATFORD IN COMMEMORATION OF THE 150<sup>TH</sup> ANNIVERSARY OF CONFEDERATION (1867-2017) OF CANADA WITH THE PARTICIPATION OF





# Still to Come ...

- Collaborating with Stratford Central and their students to re-enact 1<sup>st</sup> Parliament
  - November 6, 2017
  - Stratford Central
- Traditional Time Capsule
  - Centennial Park
  - The final event of 2017



# Support Required

- Promotion of events
- Volunteers for Canada Day
- Event Sponsorship



Canada Day Count Down ....

94 days

We look forward to everyone  
attending to experience,

Stratford Celebrates Canada 150!!





## MANAGEMENT REPORT

**Date:** March 17, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Ed Dujlovic, Director of Infrastructure and Development Services  
**Report#:** ITS17-010  
**Attachments:** None

**Title:** Huron Street 60 km/h Speed Limit Zone

**Objective:** To amend Schedule 14 of the Traffic and Parking By-law 159-2008 with respect to the 60 km/h speed limit zone on Huron Street.

**Background:** In March of 2015, a report was prepared to amend the speed limit in four areas of the City of Stratford limits due to recent annexation. It was recommended and approved by By-law 32-2015 to amend the Traffic and Parking By-law including a section of Huron Street that was signed 60 km/h and 80 km/h to be entirely 60 km/h. The existing 80 km/h signs were changed to 60 km/h to the City of Stratford limits.

**Analysis:** Subsequent to the City of Stratford changing the signage to 60 km/h, we were contacted by the Ministry of Transportation (MTO) advising that we did not have the authority to approve this change, as this section of Huron Street was still under the authority of the MTO, even though our City boundaries had changed. Staff proceeded to replace the signage to the previous MTO set limits.

**Financial Impact:** As the signage has already been corrected, there is no financial impact, as this is only an amendment to the Traffic and Parking By-law.

**Staff Recommendation:** THAT Schedule 14, Higher and Lower Speed Limits, of the Traffic and Parking By-law 159-2008 be amended by deleting the following:

Street	Between	Between	Maximum Limit
Huron Street	Westerly Limit Lot 1 Plan 446	City Limit	60 km/h





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Ed Dujlovic, Director of Infrastructure and Development Services



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Rob Horne, Chief Administrative Officer





## MANAGEMENT REPORT

**Date:** March 29, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Joan Thomson, City Clerk  
**Report#:** ITS17-009  
**Attachments:** None

**Title:** Request for a secondary Special By-law Enforcement Officer for 91 Wellington Street

**Objective:** To consider the appointment of a Special By-law Enforcement Officer for 91 Wellington Street.

**Background:** A request has been received from the Stratford LCBO to appoint Cheryl McCorquodale as a Special By-law Enforcement Officer to enforce certain parking restrictions at 91 Wellington Street.

**Analysis:** The Special Parking Enforcement Officer will enforce the following provisions of Traffic and Parking By-law 159-2008:

- a) To prohibit parking on private property without consent;
- b) To prohibit parking in the area designated as a fire route; and
- c) To prohibit unauthorized parking in a space designated for vehicles transporting persons with a disability, which vehicle displays the appropriate designated permit.

**Financial Impact:** Cost of providing training and ticket books can be accommodated using existing resources. There is potential for revenue from the collection of parking fines.

**Staff Recommendation:** That the request from the Stratford LCBO to appoint Cheryl McCorquodale as a Special By-law Enforcement Officer to enforce certain parking restrictions on private property at 91 Wellington Street be approved;

**And that an agreement be entered into with respect to the appointment of the Special By-law Enforcement Officer.**





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Joan Thomson, City Clerk



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André Morin, Director of Corporate Services



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Rob Horne, Chief Administrative Officer





## MANAGEMENT REPORT

**Date:** March 20, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Joan Thomson, City Clerk  
**Report#:** ITS17-012  
**Attachments:** None

**Title:** Request for Exemption from Noise Control By-law 113-79 for a private event at 38 Kay Street

**Objective:** To consider the request from the owners of 38 Kay Street for an exemption from Noise Control By-law 113-79 for their event on Saturday, June 10, 2017.

**Background:** The City has been approached by the owners of 38 Kay Street for exemptions from the City's Noise Control By-law. The production, reproduction or amplification of sound is one of the sounds regulated by Noise Control By-law 113-79 as follows:

The operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound. [Schedule 2 clause 2]  
Prohibited Zones and Times:

**Quiet Zone** – Prohibited at all times;

**Residential Zone** – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** - Prohibited all day Sundays and Statutory Holidays, and from 11:00 pm of one day to 7:00 a.m. the next day (Monday to Thursday) and from 12:00 midnight of one day to 7:00 am next day (Friday and Saturday);

**Park Zone** – Prohibited from 11:00 p.m. of one day to 7:00 a.m. next day; 9:00 a.m. on Sundays;



The loading, unloading, delivering, packing, unpacking, or otherwise handling of any containers, products, materials or refuse whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects is also one of the sounds regulated by the By-law. Prohibited zones and times are the same as noted above.  
[Schedule 2 clause 4]

Noise By-laws are designed to reduce and control both unnecessary and excessive sound which can be a nuisance and generally degrade the quality and peacefulness of neighbourhoods.

The owners of 38 Kay Street have requested exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone and from the unreasonable noise provision [Schedule 1 clause 8] on Saturday, June 10, 2017 until 11:00 p.m.

Staff have identified that an exemption from the Noise Control By-law should also be considered for the loading and unloading provision noted above.

The owners of 38 Kay Street circulated a notice to residents within 120m in early 2017 with a deadline for comments of February 14. As of the February 14 deadline no concerns were received.

**Analysis:** The owners have sought public input by mailing notices to residents within 120 m of the event location. No submissions were received.

The intent of the noise exemption is to permit amplification of sound for the event, allow for certain noise during set up and take down and an exemption from the unreasonable noise provision in the By-law for the duration of the event.

The City's Noise Control By-law defines parameters for noise and emissions that may impact local citizens. Any exemption to these time limitations is subject to Council review and final decision.

**Financial Impact:** None identified.

**Staff Recommendation:** That approval be given to the request from the owners of 38 Kay Street for exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone, the loading and unloading provision and from the unreasonable noise provision [Schedule 1 clause 8] on Saturday, June 10, 2017 until 11:00 p.m.





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Joan Thomson, City Clerk

A handwritten signature in black ink, appearing to read 'Joan Thomson', with a stylized, cursive script.

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André Morin, Director of Corporate Services

A handwritten signature in black ink, appearing to read 'Rob Horne', with a stylized, cursive script.

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Rob Horne, Chief Administrative Officer





## MANAGEMENT REPORT

**Date:** March 20, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Joan Thomson, City Clerk  
**Report#:** ITS17-013  
**Attachments:** None

**Title:** Request for Exemption from Noise Control By-law 113-79 for the 2017 ACES Car Show.

**Objective:** To consider the request from the organizers of the ACES Car Show for an exemption from Noise Control By-law 113-79 for their event on Sunday June 25, 2017 on Lakeside Drive from Front Street to Lakeside Drive North.

**Background:** The City has been approached by organizers of the ACES Car Show for exemptions from the City's Noise Control By-law. The production, reproduction or amplification of sound is one of the sounds regulated by Noise Control By-law 113-79 as follows:

The operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound. [Schedule 2 clause 2]  
Prohibited Zones and Times:

**Quiet Zone** – Prohibited at all times;

**Residential Zone** – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** - Prohibited all day Sundays and Statutory Holidays, and from 11:00 pm of one day to 7:00 a.m. the next day (Monday to Thursday) and from 12:00 midnight of one day to 7:00 am next day (Friday and Saturday);

**Park Zone** – Prohibited from 11:00 p.m. of one day to 7:00 a.m. next day; 9:00 a.m. on Sundays;



The loading, unloading, delivering, packing, unpacking, or otherwise handling of any containers, products, materials or refuse whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects is also one of the sounds regulated by the By-law. Prohibited zones and times are the same as noted above.  
[Schedule 2 clause 4]

Noise By-laws are designed to reduce and control both unnecessary and excessive sound which can be a nuisance and generally degrade the quality and peacefulness of neighbourhoods.

The ACES Car Show organizers have requested exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone and from the unreasonable noise provision [Schedule 1 clause 8] on Sunday, June 25, 2017 from 6:00 a.m. to 4:00 p.m.

Staff have identified that an exemption from the Noise Control By-law should also be considered for the loading and unloading provision noted above.

The ACES Car Show organizers circulated a notice to residents within 120m on March 4, 2017 with a deadline for comments of March 16. As of the March 16 deadline no concerns were received.

**Analysis:** The organizers of the 2017 event has sought public input by mailing notices to residents within 120 m of the event location. No submissions were received.

The intent of the noise exemption is to permit amplification of sound for the 2017 event, allow for certain noise during set up and take down and an exemption from the unreasonable noise provision in the By-law for the duration of the event.

The City's Noise Control By-law defines parameters for noise and emissions that may impact local citizens. Any exemption to these time limitations is subject to Council review and final decision.

**Financial Impact:** None identified.

**Staff Recommendation:** That approval be given to the request from the ACES Car Show organizers for exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone, the loading and unloading provision and from the unreasonable noise provision [Schedule 1 clause 8] on Sunday, June 25, 2017 from 6:00 a.m. to 4:00 p.m. on Lakeside Drive from Front Street to Lakeside Drive North.





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Joan Thomson, City Clerk



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André Morin, Director of Corporate Services



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Rob Horne, Chief Administrative Officer





## MANAGEMENT REPORT

**Date:** March 20, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Joan Thomson, City Clerk  
**Report#:** ITS17-014  
**Attachments:** None

**Title:** Request for Exemption from Noise Control By-law 113-79 for the 2017 Stratford Blues & Ribfest.

**Objective:** To consider the request from the organizers of the Blues & Ribfest for an exemption from Noise Control By-law 113-79 for their event on June 23 to June 25, 2017.

**Background:** The City has been approached by organizers of the Stratford Blues & Ribfest for exemptions from the City's Noise Control By-law. The production, reproduction or amplification of sound is one of the sounds regulated by Noise Control By-law 113-79 as follows:

The operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound. [Schedule 2 clause 2]  
Prohibited Zones and Times:

**Quiet Zone** – Prohibited at all times;

**Residential Zone** – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** - Prohibited all day Sundays and Statutory Holidays, and from 11:00 pm of one day to 7:00 a.m. the next day (Monday to Thursday) and from 12:00 midnight of one day to 7:00 am next day (Friday and Saturday);

**Park Zone** – Prohibited from 11:00 p.m. of one day to 7:00 a.m. next day; 9:00 a.m. on Sundays;



The loading, unloading, delivering, packing, unpacking, or otherwise handling of any containers, products, materials or refuse whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects is also one of the sounds regulated by the By-law. Prohibited zones and times are the same as noted above.  
[Schedule 2 clause 4]

Noise By-laws are designed to reduce and control both unnecessary and excessive sound which can be a nuisance and generally degrade the quality and peacefulness of neighbourhoods.

The Stratford Blues & Ribfest Committee has requested exemptions from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone on Friday and Saturday nights until 11:00 p.m. and on Sunday from 12:00 p.m. to 6:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the 2017 Blues & Ribfest.

Staff have identified that an exemption from the Noise Control By-law should also be considered for the loading and unloading provision noted above.

The Blues & Ribfest organizers circulated a notice to residents within 120m on March 3, 2017 with a deadline for comments of March 16. As of the deadline no comments were received.

**Analysis:** The organizers of the 2017 event has sought public input by mailing notices to residents within 120 m of the event location. No submissions were received.

The intent of the noise exemption is to permit amplification of sound for the 2017 event, allow for certain noise during set up and take down and an exemption from the unreasonable noise provision in the By-law for the duration of the event.

The City's Noise Control By-law defines parameters for noise and emissions that may impact local citizens. Any exemption to these time limitations is subject to Council review and final decision.

**Financial Impact:** None identified.

**Staff Recommendation:** That approval be given to the request from Stratford Blues & Ribfest for exemptions from the Noise Control By-law 113-79 for the June 23 to 25, 2017 event to permit the amplification of sound in a residential zone on Friday and Saturday nights until 11:00 p.m. and on Sunday from 12:00 p.m. to 6:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the 2017 Blues & Ribfest, including set up on June 22 from 5:00 pm to 8:00 pm and take down on June 25 to 8:00 pm.





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Joan Thomson, City Clerk



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André Morin, Director of Corporate Services



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Rob Horne, Chief Administrative Officer





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## MANAGEMENT REPORT

**Date:** March 20, 2017  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Joan Thomson, City Clerk  
**Report#:** ITS17-015  
**Attachments:** None

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**Title:** Request for Exemption from Noise Control By-law 113-79 for the 2017 Canada Day Celebrations.

**Objective:** To consider the request from the Stratford City Centre BIA for exemptions from Noise Control By-law 113-79 for the Canada Day Celebrations on July 1, 2017 which involves the amplification of sound and music.

**Background:** The production, reproduction or amplification of sound is one of the sounds regulated by Noise Control By-law 113-79 as follows:

"2. The operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound.

Prohibited Zones and Times:

Commercial Zone - Prohibited all day Sundays and Statutory Holidays, and from 11:00 p.m. of one day to 7:00 a.m. the next day

The loading, unloading, delivering, packing, unpacking, or otherwise handling of any containers, products, materials or refuse whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects is also one of the sounds regulated by the By-law. Prohibited zones and times are the same as noted above.

Noise By-laws are designed to reduce and control both unnecessary and excessive sound which can be a nuisance and generally degrade the quality and peacefulness of neighbourhoods.



The Stratford BIA has requested an exemption from the Noise By-law for the Canada Day Celebrations on Veterans Drive and Market Square on Friday, June 30, 2017 from 5:00 p.m. to 10:00 p.m. and Saturday, July 1, 2017 from 5:00 a.m. to 9:00 p.m.

**Analysis:** The Stratford City Centre BIA circulated a notice to residents and businesses within 120m on March 4, 2017 with a deadline for comments of March 16. As of the March 16 deadline no concerns had been received.

The intent of the noise exemption is to permit singing, use of musical instruments and amplification of sound for the duration of the 2017 event and set-up and tear-down pre and post event.

The City's Noise Control By-law defines parameters for noise and emissions that may impact local citizens. Any exemption to these time limitations is subject to Council review and final decision.

**Financial Impact:** None identified.

**Staff Recommendation:** That approval be given to the request from the Stratford City Centre BIA for exemptions from Noise Control By-law 113-79 for the Canada Day Celebrations on Veterans Drive and Market Square on Friday, June 30, 2017 from 5:00 p.m. to 10:00 p.m. and Saturday, July 1, 2017 from 5:00 a.m. to 9:00 p.m.




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Joan Thomson, City Clerk




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André Morin, Director of Corporate Services




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Rob Horne, Chief Administrative Officer





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, Bernard Goward, Cambria Ravenhill, Geoff Love, Sarah Merkel and Gary Jacques

**Staff Present:** Nancy Bridges – Recording Secretary

**Regrets:** Brad Hernden – Manager of Recreation and Marketing, Christine Nobles-Smith, Nancy Roulston – Manager of Engineering, and Katherine Horst – Perth District Health Unit

## MINUTES

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### 1. INTRODUCTIONS

Members of the committee and staff introduced themselves.

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

None declared.

### 3. ELECTION OF 2017 CHAIR AND VICE-CHAIR

Staff declared nominations for the Chair of the Active Transportation Advisory Committee open.

Geoff Love nominated Kerry McManus.

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

**Motion by Henry Centen, seconded by Councillor Vassilakos to close nominations for the 2017 Active Transportation Advisory Committee chair. Carried.**

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



**Motion by Geoff Love, seconded by Gary Jacques to elect Councillor McManus as the 2017 chair of the Active Transportation and Advisory Committee. Carried.**

Staff declared nominations for Vice-Chair of the Active Transportation and Advisory Committee open.

Geoff Love nominated Kathy Vassilakos.

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

**Motion by Henry Centen, seconded by Cambria Ravenhill to close nominations for the 2017 Active Transportation Advisory Committee Vice-Chair. Carried.**

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

**Motion by Gary Jacques, seconded by Henry Centen to elect Councillor Vassilakos as the 2017 Vice-Chair of the Active Transportation and Advisory Committee. Carried.**

#### **4. ADOPTION OF PREVIOUS MINUTES – November 23, 2016**

Motion by Sarah Merkel, seconded by Henry Centen

**That the ATAC minutes dated November 23, 2016 be adopted as printed. Carried.**

#### **5. BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **a.) Update on Snow Angels Program**

Councillor Vassilakos indicated that the Snow Angels website is nearing completion and that it will be housed under the Active Adults Association. The program will begin this winter and a launch will be planned and include members from the development company in London, as well as media. Councillor Vassilakos noted that Brad Hernden has developed marketing material and is working with the Stratford Library to run education courses for interest participants.

##### **b.) Update on release of Snow Removal FAQ**

Councillor Vassilakos noted that she sent an updated version of the document to the Engineering department however, the current status is unknown.

Gary Jacques suggested that it would be beneficial to post information in the Marketplace paper.

Councillor Vassilakos thought combining the Snow Angels launch with the F.A.Q. re-release would make sense.



**c.) Update on the Cycling Cooperation Group**

Councillor Vassilakos outlined the Cycling Cooperation Group for the new members on ATAC. The group's main focus for the current year is to promote cycling to/from school. They are currently developing a plan of action.

**d.) Update on the ATAC webpage**

Councillor Vassilakos indicated that no progress has been made on upgrading the ATAC webpage. Brad Hernden has indicated he is willing to expand the webpage; however Councillor Vassilakos would like him to complete current projects before adding more. The committee agreed that the current City website is difficult to navigate.

Councillor McManus suggested using other forms of social media to link people directly to the ATAC webpage.

**e.) Update on potential bike valet at Sesquicentennial Canada Day celebration**

The committee began a discussion on using a bike valet at the Canada Day events, but quickly agreed that simple mass parking would be a more suitable option. A brief discussion followed regarding model of bike rack, location and other possible events.

Councillor Vassilakos showed a sample of the mass bike parking on her laptop and consulted the manufacturer's website. Mass parking bike racks, for 80 bikes, would cost \$500.00 USD. Councillor Vassilakos will talk to Brad Hernden and David St. Louis about possible storage options, so that the racks could be available for different events around the City. A motion was deferred until Councillor Vassilakos can discuss the storage issues with staff.

Staff recommended adding mass bike parking to the Street Event application process, so outside groups can make use of the racks as well. The committee agreed this would be a good idea and it will be discussed at a future ATAC meeting.

**f.) Update on having ski rep come to ATAC to provide an update on their grooming equipment and trails**

Councillor McManus indicated that Scott Wishart will attend the February ATAC meeting to provide an update on the TJ Dolan ski trails.

**6. NEW BUSINESS****a.) Geoff Love – University of Waterloo application for student internship**

Geoff Love confirmed that his presentation on a social media campaign was not chosen at the University of Waterloo competition. Geoff Love and Councillor McManus have spoken to some Central Secondary School students



regarding developing a social media campaign on cycling and driver safety. He noted that there is a possibility of going through RamCast and/or Cycle Stratford. The goal is to do a funny campaign that does not lecture to people.

## **b.) Visioning session with Sarah Merkel**

Sarah Merkel provided the following outline for the visioning session.

### **Purpose of this Visioning Session**

- To see where the committee has been, and the direction it should go into in the future.

### **Some Questions to Get Started**

- What is the purpose of this committee? (Take from TOR)
  - Address the need for AT systems for residents, businesses and visitors
  - Serve as a forum for the public (being at events & visible)
  - Act to educate, promote & enhance AT in Stratford
  - Help monitor (and recommend changes) to the ATAC implementation plan
- To date, what are notable projects/initiatives this committee has worked on?
  - What made these projects/initiatives successful?
- To date, what has time been spent on with little success? Or have there been projects that we have worked on that are one-offs?
- What are we working towards?
  - How do we decide in the future if we should be taking on a project/initiative?
  - Where do we invest our time?
  - While cycling has been discussed at length, should we be doing more when it comes to the walking/running/skateboarding side of things?

## **Committee Discussion**

### **Notable projects/initiatives:**

- Decision to have staff prepare report cards
  - Measure progress
  - Accountability
- Cycling Cooperation Group
  - Different perspectives
  - Collaboration
- Establishing best practices/introduce new ideas
  - Share the road, looking to other communities
  - Bike parking
- Working with schools to improve the culture that supports active transportation



- Starting to build culture within City staff and the community that accepts cycling and active transportation
  - o Bike lanes
  - o Increased budget for active transportation projects
  - o Including active transportation elements into Market Square redevelopment
- Addition of Avon Trail representative
- Progress on Snow Angels program

The committee also made the following suggestions:

- Invest in trail counters
- Get list from engineering on upcoming projects and completion dates
  - o Councillor Vassilakos noted that the report cards do reference the bike plan and show upcoming projects

**Areas with little success/areas for improvement:**

- Length of time to complete small projects is too long
- Lack of staff member with time to work on ATAC projects
- ATAC rep should be present at public meetings to provide feedback and a different perspective on active transportation projects

The committee had a short discussion on reviving the bridge development project. Councillor Vassilakos noted that funding was the main issue and that she is continuing to try to move the project forward. The bridge is an important link in the trail system.

**Future goals:**

- 2017 - Complete projects that are currently outstanding
- Going forward focus on one or two major projects each year
- 2018 – Year of the Trail
  - o Improve signage
  - o Advertising
  - o Pay someone to develop plan for improving trails
  - o Look to other communities for inspiration (ie. St. Marys)
  - o Submit grant applications in 2017 – future planning

**c.) Ballantyne Street reconstruction**

Councillor McManus gave a brief outline of the Ballantyne street reconstruction and noted that there are many concerned citizens. This would be a good project for an ATAC representative to provide feedback.

Further discussion will take place at the next ATAC meeting.

NEXT MEETING DATE – Wednesday February 22, 2017 – 7:00pm – KIWANIS COMMUNITY CENTRE, 111 Lakeside Drive.



MEETING ADJOURNMENT

Motion by Geoff Love, seconded by Sarah Merkel

**That the January 25, 2017 ATAC meeting adjourn.**

**Carried.**

Start Time: 7:00 pm

End Time: 8:40 pm





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, Councillor Bonnie Henderson, Diane Beckner, Peter Zein, Peg Huettlin, Judy Hopf, Jessica Jantzi, \*Paul Schoonderwoerd

**Staff Present:** \*Dan Sykes – Infrastructure & Development Services, Julia Opie – Accessibility Coordinator, \*Andre Morin – Director of Corporate Services, Casey Riehl – Recording Secretary

**Regrets:**

## MINUTES

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### 1. CALL TO ORDER

Councillor Henderson called the AAC meeting to order at 11:30 a.m.

### 2. DISCLOSURE OF PECUNIARY INTEREST

None declared.

### 3. DELEGATE – Andre Morin – Accessible Parking in the Downtown Core

Andre Morin discussed moving forward with the AAC committee's request that people with accessible permits not have to pay for parking in the downtown core. He has begun working on the staff report regarding this issue and would like to get input back from AAC members on issues and concerns. The next step would be to draft a policy to set the plan in place. Some of the concerns raised in the discussion:

- Proposing a plan that Council will agree is the best option
- Is the issue not enough accessible parking or physical ability to pay or both
- Should people with permits be allowed to park free anywhere or only at designated accessible parking spots
- Possibly leaving meters for willful compliance if a citizens is physically able to pay
- Will there be enough turn over in downtown parking if people with permits do not have to pay the meters

\*Paul Schoonderwoerd now present (11:45 a.m.)



- Stratford will have better capabilities in the future to monitor and enforce vehicles that have been parked over the 3-hour limit, this may assist with turn-over issues
- Few other municipalities charge for accessible parking, confusing for visitors
- Other municipalities have managed free accessible parking in busy areas
- Council is currently looking at possibly changing meters from 3-hour to 4-hour limit

Andre Morin stated that staff will continue to do additional research and prepare a draft policy to present for discussion at the February 7, 2017 AAC meeting. Mr. Morin also inquired if the committee could send him any suggestions they have on how the City could better advertise the accessible spots. Julia Opie stated that part of the AODA is the employment standard. The Ontario Government is looking at reducing barriers for employment, so that more people with disabilities can gain work. This will require the employer has spots available for employees who work downtown. This issue should also be a consideration.

\*Andre Morin no longer present (12:20 p.m.)

#### **4. ELECTION OF 2017 CHAIR & VICE-CHAIR**

Staff declared nominations for the 2017 Chair of the Accessibility Advisory Committee Open. Peter Zein nominated Roger Koert.

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

**Motion by Councillor Henderson, seconded by Peg Huettlin to close nominations for the 2017 Accessibility Advisory Chair. Carried.**

Roger Koert indicated that he would allow his nomination to stand.

**Motion by Peg Huettlin, seconded by Diane Beckner to elect Roger Koert as the 2017 Chair of the Accessibility Advisory Committee. Carried.**

Staff declared nominations for the 2017 Vice-Chair of the Accessibility Advisory Committee Open. Roger Koert nominated Councillor Bonnie Henderson.

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

**Motion by Paul Schoonderwoerd, seconded by Jessica Jantzi to close nominations for the 2017 Accessibility Advisory Committee Vice-Chair. Carried.**

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

**Motion by Peg Huettlin, seconded by Judy Hopf to elect Councillor Henderson as the 2017 Vice-Chair of the Accessibility Advisory Committee. Carried.**



## 5. **ADOPTION OF THE PREVIOUS MINUTES – December 6, 2016**

**Motion by Peter Zein, seconded by Paul Schoonderwoerd that the minutes dated December 6, 2016 be adopted as printed. Carried.**

## 6. **INFRASTRUCTURE & DEVELOPMENT SERVICES UPDATE – Dan Sykes**

### **Curb Cuts**

Dan Sykes reported that he is currently updated the curb cut map. Roger Koert inquired if a curb cut could be added on McCarthy Road (at McCarthy Place). There is a bus stop directly across the street from the residence, however there is no sidewalk or curb cut to get across to it. The concern is that it is such a busy street to cross, however people are walking and/or in their wheelchairs going down the side of McCarthy to get to the driveway to get up to the residence as there are no curb cuts near the bus stop. Julia Opie inquired about a marked cross walk with flashing lights. Mr. Sykes will inquire about these requests. This concern can also be discussed with the Transit Manager when he attends the February AAC meeting. Some of the 2017 curb cuts scheduled are Ballantyne @ Queen/Front and Guelph @ Downie/Nile.

### **Rotary Complex Parking Lot Review**

Roger Koert and Peter Zein are continuing to work on this project.

### **George Street Municipal Parking Lot**

Parking spot will be installed in the spring.

### **KCC Accessible Parking Spots**

Mr. Sykes waiting to hear back from Jim Bryson, but indicated the spots will most likely be moved in the spring.

### **Update on 2017 Projects**

Sidewalks on Erie Street

Sidewalks on Mornington to Vivian Street

Sidewalks on Romeo from Vivian to McCarthy

Burritt Street – No sidewalks north of Ontario Street

Dan Sykes will forward a digital copy of the Bike & Pedestrian Master Plan to all committee members, as some of these areas are included in the plan.

Diane Beckner raised a concern on the width of the sidewalk on Britannia Street. Dan Sykes reported that older sidewalk standards were narrower than the current one, thus older sidewalks are narrower.

\*Dan Sykes no longer present (12:40 p.m.)



**7. BUSINESS ARISING FROM PREVIOUS MINUTES****a) Update on Promoting Accessibility with the STA – Councillor Henderson, Roger Koert, Peter Zein**

Deferred to next meeting. Peter Zein will follow up with Kristin Sainsbury.

**b) Purchasing Portable Ramps for Rotary Complex Events – Julia Opie**

Julia Opie has contacted Jim Bryson at the Rotary Complex and requested he forward the ramp design to the AAC to review prior to ordering. Staff will forward to members once received.

**c) Update on Accessible Ramp at Courthouse – Julia Opie**

No new update on funding.

**d) Update from Site Plan Review Sub-Committee – Julia Opie**

Julia Opie has not received any plans for the sub-committee to review. Ms. Opie will inquire if staff from the Development Services Division could attend an upcoming AAC meeting to discuss the review process and checklist.

**8. NEW BUSINESS****a) Accessible Taxi's in Stratford – Roger Koert/Councillor Henderson**

Committee members discussed the issue of riders being charged higher fares for the accessible taxis. Councillor Henderson noted that the bylaw states that the accessible taxis can charge \$15.00 for a trip within the city, however regular taxis only charge \$9.00. Julia Opie stated that it is not legal to charge higher rates than the regular taxi rates. This discussion has taken place in the past, as far back as 2009. It still states \$15.00 for accessible taxis in the 2012 bylaw, which is the latest version. The Transportation Standard states that owner/operators of taxi cabs are prohibited from charging additional fees/fares for people with disabilities, other than a charge for other persons, including for the storage of mobility aides or devices. Ms. Opie has contacted Pat Shantz, to notify the Police Services Board and Chief Bellai this morning. The bylaw will then have to go through Council and be updated. Members did not know if taxis were still charging extra for fares in the accessible taxis, or if they were the same now and the bylaw just has not been updated. She has also contacted the City Clerk and the Director of Infrastructure & Development Services so that they are aware of it too.

**9. NEXT MEETING – Tuesday, February 7, 2017 – 11:30 am – Avon Mtg. Room****10. ADJOURNMENT**

**Motion by Paul Schoonderwoerd, seconded by Peg Huettlin that the meeting adjourn. Carried.**

Time: 12:55 p.m.





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, Jessica Jantzi, Paul Schoonderwoerd, Julie Patterson

**Staff Present:** \*Dan Sykes – Infrastructure & Development Services, Julia Opie – Accessibility Coordinator, \*Mike Mousley – Stratford Transit Manager, Casey Riehl – Recording Secretary

**Also Present:** Alisha Pol

**Regrets:** Judy Hopf

## MINUTES

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### 1.0 CALL TO ORDER

Roger Koert called the AAC meeting to order at 11:33 a.m.

### 2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

### 3.0 INTRODUCTION OF NEW MEMBER: JULIE PATTERSON

Julie Patterson introduced herself to committee members.

\*Councillor Henderson now present (11:40 p.m.)

### 4.0 DELEGATE: MIKE MOUSLEY – UPDATE ON STRATFORD TRANSIT

Mike Mousley discussed some recent transit issues that the AAC has raised. He noted that currently there are 270 bus stops and 36 of those have shelters. It costs approximately \$5,000.00 to add a cement pad at a bus stop, plus \$5,000.00-\$6,000.00 for a shelter. The company the city has contracted in the past used to do two free installations/year, however due to rising costs, they no longer offer that.

Mr. Mousley noted that they are adding a stop in front of the new medical centre on Douro Street, as well as relocating the bus stop on McCarthy Road to the same side of the street as McCarthy Place Residence. The transit study is complete and they are



reviewing the suggestions. Many of the recommendations from the study will be implemented, however, Mr. Mousley feels there are additional issues that need to be addressed outside of the review that will best serve the community's needs. Once the decision has been made for the permanent location of the transit terminal hub, routes can be finalized and decisions on the accessibility upgrades of the stops can be addressed. Mr. Mousley reported that the new Sunday service is going well. Committee members inquired about the mobility buses. Mr. Mousley reported that three mobility buses run daily until 5 p.m. and then one bus from 5-10 p.m. Due to the increase in rider applications, transit is looking at the feasibility of refurbishing an older mobility bus to add to the fleet.

\*Mike Mousley no longer present (12:30 p.m.)

## **5.0 ADOPTION OF THE PREVIOUS MINUTES – January 3, 2017**

**Motion by Paul Schoonderwoerd, seconded by Jessica Jantzi that the minutes dated January 3, 2017 be adopted as printed. Carried.**

## **6.0 INFRASTRUCTURE & DEVELOPMENT SERVICES UPDATE – Dan Sykes**

### **Curb Cuts Update & Budget to Date**

Mr. Sykes reported that there are only two curb cuts on Feick Crescent left on the previous curb cut list compiled by the AAC. He is working on updating the current curb cut map. Members can begin listing existing curb cuts that they feel could be re-done to meet current standards. They are looking at Romeo Street at River Garden to re-do and possibly could pour a cement pad to improve the area. Any new road work done includes updated curb cuts and tactile plates. This does not come out of the AAC's curb cut budget. Mr. Sykes will contact the Finance Division to clarify the curb cut budget.

### **Rotary Complex Parking Lot Review**

Roger Koert and Peter Zein are continuing to work on this project.

### **KCC Accessible Parking Spots**

Dan Sykes has confirmed with KCC staff that the spots will be relocated in the spring.

### **Update on 2017 Projects**

Sidewalks on Erie Street – possible 2018 project

Sidewalks on Mornington to Vivian Street

Sidewalks on Romeo from Vivian to McCarthy

Burritt Street – No sidewalks north of Ontario Street

Dan Sykes will forward members a digital copy of the map from the Bike & Pedestrian Master Plan showing where there are missing sidewalks.



\*Dan Sykes no longer present (12:55 p.m.)

## **7.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **a) Update on Promoting Accessibility with the STA – Roger Koert, Peter Zein**

Roger Koert and Peter Zein are continuing to work on this project with STA.

### **b) Purchasing Portable Ramps for Rotary Complex Events – Julia Opie**

The AAC has not had the opportunity to review the design for the ramps. Ms. Opie will contact the Community Facilities Manager to follow up. The hope was to get them ordered and ready for the shows at the Rotary beginning in March.

### **c) Update on Accessible Ramp at Courthouse (Service Ontario) – Julia Opie**

This project is currently on hold as discussions on maintaining/renovating the current campus vs. relocating is being looked into. Julia Opie has contacted the federal government to inquire about adjusting the timelines of the grant. She will update the committee with any new information.

### **d) Update from Site Plan Review Sub-Committee – Julia Opie**

Julia Opie has an outline of what parts of the legislation must be consulted by the accessibility advisory committee in order to meet accessibility standards. She will be discussing this at the upcoming Accessibility Steering Committee meeting at the end of the month. She is working towards the Stratford AAC being added to the site plan review checklist.

### **e) Accessible Taxis in Stratford – Julie Opie**

Julie Opie updated the committee that she has been in contact with the Mayor's office regarding updating the current taxi bylaw to reflect equal fees for the accessible taxis and regular taxis. Schedule "D" of the bylaw still states on it that the accessible taxis can charge more for fares, which is not permitted. Pat Shantz notified Ms. Opie that there is a meeting scheduled for February 21, 2017 between accessible taxi drivers and the Police Services Board. Ms. Opie will update the committee at the March meeting.

### **f) Stratford Home Show – Julia Opie**

Julia Opie updated members that the AAC committee has their booth booked for the 2017 Show.

## **8. NEW BUSINESS**

### **a) Transportation to City Run Events – Peter Zein**

Peter Zein has discussed with Pat Shantz the difficulties citizens have using the buses that they charter for out of town city events. Julie Opie has also discussed it with her and she is aware of the outdated and dangerous lifts on some of the buses.



Charters for this year's events have not been booked yet. Ms. Opie will look into transportation standards that private companies must follow. The City must ensure that contractors they are hiring are accessible when they are booking. Ms. Opie will also look into who other municipalities use for charters. Peter Zein will contact the charter company to inquire about their accessibility standards.

**b) Accessible Icon – Roger Koert**

Roger Koert explained to members a website that was developed in Boston in 2010 to change people's perception of accessibility. You can visit the website at: [accessibleicon.org](http://accessibleicon.org)

**c) Promotional Items – Julia Opie**

Julia Opie circulated some promotional items she has received for the committee to consider. She will inquire about pricing.

**d) City of London – Accessible Broadcasts – Paul Schoonderwoerd**

Paul Schoonderwoerd shared a newspaper article with the committee that the City of London has removed all council meeting videos on their website as they do not include closed captioning and do not meet AODA regulations. The videos date back to 2011. The AODA does not require all videos on the website have closed captioning, however someone can request a video have closed captioning or be offered in another alternate format. Staff at the City of London are reviewing and preparing reports on how to best move forward and get the video's reposted.

**9.0 NEXT MEETING – Tuesday, March 7, 2017 – 11:30 am – Avon Mtg. Room**

**10.0 ADJOURNMENT**

**Motion by Peg Huettlin, seconded by Diane Beckner that the meeting adjourn. Carried.**

Time: 1:30 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, Marianne Hawley, David Hanley, Alan Carr, Ethan Elliott, Lorraine Kuepfer, Angela Bossence, Trena Hough, Geoff Love, Vanni Azzano

**Staff Present:** Taylor Crinklaw – Project Engineer, Kate Simpson – Waste Reduction Coordinator, Casey Riehl - Recording Secretary

**Absent:** Christine Nobles-Smith, Councillor Bonnie Henderson, Craig Merkley

## 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 INTRODUCTION OF NEW COMMITTEE MEMBERS

New and current committee members introduced themselves and stated their 2017 goals as a committee member.

### 4.0 ELECTION OF 2017 CHAIR & VICE CHAIR

Staff declared nominations for the 2017 Chair of the Energy & Environment Advisory Committee Open. Geoff Love nominated Councillor Kerry McManus.

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

**Motion by Dave Hanley, seconded by Alan Carr to close nominations for the 2017 Energy & Environment Chair. Carried.**

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



**Motion by Marianne Hawley, seconded by Vanni Azzano to elect Councillor McManus as the 2017 Chair of the Energy & Environment Advisory Committee. Carried.**

Staff declared nominations for the 2017 Vice-Chair of the Energy & Environment Advisory Committee Open. Trena Hough nominated Geoff Love.  
 Staff asked if there were any further nominations. No further nominations were made.

**Motion by Dave Hanley, seconded by Marianne Hawley to close nominations for the 2017 Energy & Environment Advisory Committee Vice-Chair. Carried.**

Geoff Love indicated that he would allow his nomination to stand.

**Motion by Ethan Elliott, seconded by Dave Hanley to elect Geoff Love as the 2017 Vice-Chair of the Energy & Environment Advisory Committee. Carried.**

## **5.0 ADOPTION OF THE PREVIOUS MINUTES – December 8, 2016**

**Motion by Marianne Hawley, seconded by Dave Hanley that the minutes dated December 8, 2016 are adopted as printed. Carried.**

## **6.0 UPDATES FROM WORKING GROUPS**

### **Waste & Water**

Councillor McManus reported on the longevity of the Stratford Landfill Site. Kate Simpson reported that it has a life expectancy of 25-30+ years, which seems like a long time, but realistically planning needs to begin quite early. She noted that it takes approximately 10 years to secure a new landfill site.

The working group is also discussing waste reduction strategies, such as implementing a wood waste and textile recycling program. Ongoing discussions on organics programs as well. An organics facility close by would also be ideal, it defeats the purpose if you have to transport the material a long distance. Geoff Love reported that the province is in the midst of reviewing their strategies, and organics is one of the issues they plan to address. Kate Simpson is participating in a webinar in February regarding Bill 151, she will be able to report back to the committee.

Geoff Love inquired if the committee would still be interested in a tour in Oxford County regarding their zero waste goals. Woodstock is one of the first municipalities to strive for zero waste and are of similar size to Stratford. Kate Simpson has a contact and will look at setting up a tour time, possibly in March.



### **Transit & Climate**

Geoff Love reported that the working group has also been working with Cycle Stratford and the U of W's CHEC program (Community, Health, Education and Communication) on a project on visioning the future of transportation systems. They are looking at working on a social media campaign for the 1 Metre Law. Their goal is to have something put together by the spring.

Geoff Love reported that Share the Road has a "bike-friendly community" program that the working group would like to explore for Stratford. Mr. Love noted that last year's bike valet was a success at the Garlic Festival. It works like a coat-check. You leave your bike and receive a ticket to return and pick up your bike when you are ready to leave. The issue is that setting up the bike valet required bike racks, which are often difficult to transport and set up. Mr. Love hoped to look into a better solution for temporary bike racks that can be easily used at such events. Cycle Stratford is working with the STA to include accurate bike routes on maps.

The working group would like to hold a workshop that revolves around the 1.5 target and Canada's 150<sup>th</sup> celebrations. Further details to follow.

### **Ecological**

Alan Carr reported that AREA hopes to have their approved signage regarding water fowl feeding posted around the Avon River by the spring. AREA was also a part of working on the latest crib wall project with UTRCA. Dave Hanley wanted to thank Craig Merkley and the UTRCA for their great work on the new crib wall.

Councillor McManus reported that E&E is signed up for a booth at both the Garden Show and the Home Show. A schedule will be put together and if members would be available to sign up for at least one volunteer spot.

### **Energy**

Councillor McManus reported that she heard from the Energy Conservation Officer at Festival Hydro and they do have the Home Assistance Program running again this year. The province is also running a pilot program through the IESO for a Whole Home Program. If it goes well, it will likely roll out across the province.

## **7.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **(a) 1 Metre Law Campaign Update – Councillor McManus/Geoff Love**

Councillor McManus and Geoff Love will set up a meeting in the next couple of weeks.



**(b) Update on Social Media Proposal**

Staff reported that the E&E social media request is with the IT Department and the City Clerk and will send an update once a decision has been reached. Trena Hough has volunteered to take the lead on this project.

**(c) Bee City Update – Ethan Elliott**

Ethan Elliott reported that this project is being taken on by the Communities in Bloom Committee. Barb Hacking from CIB is the contact. Ethan Elliott explained that Ontario Nature has funding available to work with the city on planting a pollinator garden. They would be interested in partnering with the city on a large planting to mark Canada's 150<sup>th</sup> birthday. Mr. Elliott will send in the information to Councillor McManus to share with staff.

**(d) 2017 Projects**

Councillor McManus asked committee members to list some project ideas for the committee this year.

- Pollinator garden plantings and education
- Climate issues, engage the community
- Meadow Rue refurbishment
- Sesquicentennial planting
- Zero waste target
- Etched solar panels
- Low impact development projects
- Guidelines for lowering waste at community events - Kate Simpson has volunteered to work on a draft list.
- Education in schools to lower waste (i.e. plastic straws) – Angela Bossence has volunteered to initiate this project and will work with the waste working group

**8.0 UPCOMING EVENTS**

Stratford Garden Festival (March 2-5, 2017)

Stratford Home Show (April 21-23, 2017)

**9.0 NEW BUSINESS**

**(a) Seedy Sunday Event at the LCFC - Feb. 12, 2017 – 11-4 p.m.**

Councillor McManus reported that the E&E Committee has been invited to take part in the LCFC's Seedy Sunday event with a display. She suggested possibly doing a pollinator display. Ethan Elliott and Lorraine Kuepfer volunteered to work on a display for the event.



**(b) New Recycle Brochures**

Kate Simpson distributed the new recycle brochures. It is available online and will also be distributed in the local newspapers. It shows all materials that can be recycled and the current landfill diversion programs. Hazardous waste drop off begins again in April. Ms. Simpson also updated the committee that they are releasing an RFP for textile waste diversion in late January or February. This program will divert old, unusable textiles that are no longer fit to donate to Goodwill, House of Blessing, etc. For example, ripped clothing. The idea would be to hold a curb side pickup in clear plastic bags twice per year. On average, payment for textiles ranges from \$0.05-0.07/lb. But more importantly, the volume of items that can be kept out of the landfill will have a big impact. It will be important to advertise this well. Letting people know that they are not taking away from charitable organizations that collect items, they are collecting the waste that is not fit to donate any more.

**(c) World Water Day – Wednesday, March 22, 2017**

Councillor McManus inquired about doing an event this year for World Water Day in March. In the past, the committee has done tours of water treatment plants. The focus for World Water Day in 2017 is waste water. Would members like to organize tours of the waste water treatment plant this year? The committee agreed that hosting a couple of tours late afternoon, possibly 4-6 p.m. would suit most people. Vanni Azzano has information boards that show the process from start to finish that could be used that day. He also has an aquarium display that shows the process as well.

**10.0 NEXT MEETING DATE** – Thursday, February 9, 2017 – 4:00 p.m. - KCC

**11.0 ADJOURNMENT**

**Motion by Dave Hanley, seconded by Marianne Hawley that the meeting adjourn. Carried.**

Time: 5:15 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, Marianne Hawley, David Hanley, Lorraine Kuepfer, Angela Bossence, Trena Hough, Vanni Azzano, Councillor Bonnie Henderson, \*Craig Merkley, \*Alan Carr

**Staff Present:** Casey Riehl - Recording Secretary

**Absent:** Christine Nobles-Smith, Geoff Love, Ethan Elliott

## **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 – January 12, 2016**

**Motion by Dave Hanley, seconded by Vanni Azzano that the minutes dated January 12, 2017 are adopted as printed. Carried.**

### **4.0 UPDATES FROM WORKING GROUPS**

#### **Waste & Water**

No new updates.

#### **Transit & Climate**

Councillor McManus reported that she met with Geoff Love regarding ATAC and Scott Wishart attending an upcoming meeting to discuss trails from a winter sports perspective.

#### **Ecological**

No new updates.



### **Energy**

Councillor McManus has invited Mary Steel, the Energy Conservation Specialist from Festival Hydro to attend the next E&E meeting to discuss energy savings programs.

## **5.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **(a) 1 Metre Law Campaign Update – Councillor McManus**

Councillor McManus reported that Geoff Love will be looking at putting together an event in the spring to bring awareness.

### **(b) Update on Social Media Proposal**

No new update.

### **(c) Bee City Update – Lorraine Kuepfer**

Lorraine Kuepfer updated the committee that Barb Hacking has met with the Parks & Forestry Manager and he has volunteered to be the staff contact, should Stratford adopt the Bee City initiative. She also reported that at CIB, they discussed Stratford being a leader and helping other communities become a Bee City.

### **(d) 2017 Projects**

World Water Day (March 22, 2017) – Councillor McManus will get an update from Mike Mortimer, Manager of Environmental Services regarding this event. Trena Hough will do up posters to advertise. The tours of the waste water treatment plant will be held from 4-6 p.m. Marianne Hawley and Dave Hanley have volunteered to help with this event.

Seedy Sunday (February 12, 2017) – Lorraine Kuepfer will attend and set up an E&E table to discuss pollinators.

Councillor Henderson will send out an electronic volunteer sign-up sheet to members for both the Garden Show and the Home Show.

\*Craig Merkley now present (4:20 p.m.)

## **6.0 UPCOMING EVENTS**

Seedy Sunday at the LCFC (February 12, 2017 11-4 p.m.)

Stratford Garden Festival (March 2-5, 2017)

World Water Day (March 22, 2017)

Stratford Home Show (April 8 & 9, 2017)

Green Week (April 18-23, 2017)



## 7.0 NEW BUSINESS

### (a) **Green Week (April 18-23) – Vanni Azzano**

Vanni Azzano discussed the upcoming Green Week programs with local schools. They will be running a program called the “Lorax Project” to learn about over-consumption. He will forward the outline of the program to staff to distribute to members. On April 21, 2017 grade 5 & 6 students will implement the project at their schools and do plantings at the storm water ponds. Saturday, April 22<sup>nd</sup> is “Clean-up Day”. Councillor McManus suggested advertising the event at the Stratford Farmers Market the Saturday before. Angela Bossence also suggested at events such as the annual Easter egg hunt.

\*Alan Carr now present (4:25 p.m)

### (b) **New E&E Representative for ATAC**

**Motion by Marianne Hawley, seconded by Angela Bossence that the Energy & Environment Committee elects Lorraine Kuepfer as the second E&E representative on the Active Transportation Advisory Committee. Carried.**

### (c) **2017 Sesquicentennial Project Ideas**

Committee members discussed some of the projects being completed for Canada's 150<sup>th</sup>. The Sesquicentennial Committee in conjunction with CIB is planting a family forest near Borden and Simcoe Streets. Councillor McManus inquired about the black walnut trees that were planted in Upper Queens Park near the waterfall years ago. She recalls some were planted 100 years ago and some 50 years ago to celebrate previous centennials. Craig Merkley will check the trees and see if he can find some information on the plantings. If they were planted to mark these occasions, it would be an idea to do another planting of black walnuts to mark the sesquicentennial, possibly in the fall.

## 8.0 NEXT MEETING DATE – Thursday, March 9, 2017 – 4:00 p.m. - KCC

## 9.0 ADJOURNMENT

**Motion by Angela Bossence, seconded by Lorraine Kuepfer that the meeting adjourn. Carried.**

Time: 4:50 p.m.





A meeting of the **Stratford Town and Gown Committee (T&G)** was held on the above date at 5:00 p.m. – University of Waterloo Campus, 125 St. Patrick Street, Stratford ON

**Present:** Councillor Martin Ritsma – Chair Presiding, Brandi Gillett, Nancy Orr, William Schmor, Annaka Willemsen

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

**Regrets:** Mayor Mathieson, Councillor Bonnie Henderson, Councillor Danielle Ingram

## MINUTES

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### 1. **ADOPTION OF PREVIOUS MINUTES – April 21, 2016**

**Motion by Nancy Orr, seconded by Annaka Willemsen to adopt the previous minutes dated April 21, 2016 as amended. Carried.**

### 2. **BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **a) U of W Updates – Brandi Gillett**

Brandi Gillett updated the committee on preliminary student stats.

- There are currently 500 registered students
- 484 undergraduate and 27 graduate students
- There are 36 international students (Germany, Russia, China, India)
- 50% of 3<sup>rd</sup> year students will be studying abroad at some point during their 3<sup>rd</sup> year.
- With the first successful graduating class, there are now 139 Alumni.
- Most graduates are seeing great success in seeking employment (UX & UI design and development, digital and social media marketing, project management, app/web design and development)
- Projects for 2016-17 have not yet been identified, Ms. Gillett will send an interim report to update committee members on what the students are working on.
- Undergrad orientation was on Tuesday, September 6<sup>th</sup>, with very positive feedback from the students. 180 Students participated in the orientation.



The overall university orientation was shortened this year from six days to three days, due to the introduction of the fall reading week in October. This only allowed for 3.5 hours for the Stratford campus orientation, as opposed to a full day in the past. There were 12 participating merchants in the downtown core. Ms. Gillett will send staff a link to the blog update, which has videos, pictures and student comments to share with members.

- U of W did a student survey this year, specific to student housing. 60 Students participated in the survey, 36 of the participants live in Stratford. Students indicated some of the reasons they chose Stratford campus – campus resources, proximity to the school and downtown area. One survey indicated that a student was locked into a 2-year lease and had no choice but to live in Stratford. The students wished they had more information on leasing and lease agreements prior to signing. The survey also asked why students chose the Waterloo campus – transit, more to offer students, student life, student culture, jobs and 8-month lease opportunities. Ms. Gillett stated that the university intends to survey the students each term for feedback.

Councillor Ritsma inquired if any students wishing to live in Stratford are having any difficulties finding suitable residences? Brandi Gillett indicated that she had not heard of any students having difficulties.

Nancy Orr inquired if any of the graduating class has found jobs in Stratford and plan to stay here? Ms. Gillett was not aware of any graduates working and living in Stratford.

#### **b) 2016 T&G Symposium Update (May 9-11, Guelph)**

Nancy Orr attended the symposium and felt it was a great event. There were presentations from academic, municipal and private sectors, which gave a lot of different perspectives. Some key take-aways were that all university towns struggle with student housing challenges. Stratford can be proactive when the time comes and learn from other universities on what works. Another important issue is to let students know that the community cares and that they are a part of the community. She also stated that many presentations stressed that student led initiatives are the most successful events and activities. Also, as a T&G committee, the committee needs to put together a strategic plan to articulate what the committee does and future goals.

Annaka Willemsen also agreed that the symposium was excellent and really well done. She enjoyed the opportunity to liaise with other universities and hear how they tackle issues. Acadia University (Wolfville, Nova Scotia) was interesting to



connect with, as they are similar in size to Stratford. Interestingly, the student population of Wolfville is actually greater than the regular population. Some of the issues they face may be issues for Stratford as the student population begins to increase. Both Ms. Orr and Ms. Willemsen commented that there was a great deal of collaboration at the symposium, everyone looked at how to solve problems as a group.

Brandi Gillett spoke about the discussions at the symposium regarding purpose-built housing and what communities are doing with surplus residences now sitting empty. The University of Ottawa has an off-campus "Living Learning Community". They organize events like baking nights with high school kids, homework helping night, drives to raise funds for different groups, offer counselling sessions, community kitchen offering meals once a month. All the student led events are very successful. Originally, these were common for on-campus residences, which dedicates certain floors to students all registered in the same program. They are offered mentorship, guidance, academic services, etc. The off-campus program may be something that the Stratford campus could look at in the future if they have student housing. She also discussed how some universities hold a "clean sweep" program at the end of the year. Students can put out furniture at the curb and it will be picked up, as opposed to leaving everything inside their apartments or tossing it out.

The 2017 Town & Gown Symposium will be held in Ottawa.

**c) 2016 Student Welcome Reception Update – Brandi Gillett**

Ms. Gillett reported that plans are all set for this year's event on September 28, 2016. The event is being held at the Avon Theatre from 6:30-7:30 p.m. in the Chalmers Lounge, with the option of seeing Shakespeare in Love after the reception with reduced ticket prices. So far there are 25 attendees registered. There are enough vouchers left from last year, that she does not foresee having to purchase more for this year's event. She will be sending out one more invite to students to boost numbers.

### **3. NEW BUSINESS**

**a) Stratford Town & Gown Strategic Plan**

Members discussed working towards a strategic plan for the committee to help work towards and complete goals. Brandi Gillett will contact a consultant that has done other T&G strategic plans to inquire about rates and look at some possible dates in early November to set up a time to meet with the committee. Wil Schmor also has some contacts at U of W he can reach out to for guidance on this project. Ms. Gillett will also contact the City of Waterloo's T&G to inquire on how they structured their plan.



**b) 2017 T&G Budget Request & Annual Report**

The committee reviewed their current budget and expenditures for 2016 and discussed plans for 2017.

**Motion by Nancy Orr, seconded by Annaka Willemsen that the Stratford Town & Gown Committee request a 2017 budgetary figure of \$3,000.00. The Committee also projects budgetary figures of \$3,000.00 for 2018 through 2020. Carried.**

Symposium Costs	\$ 1,700.00
Membership Fees	300.00
Yearly Student Welcome Event	900.00
Meeting Expenses & Misc.	<u>100.00</u>
	\$ 3,000.00

**Motion by Nancy Orr, seconded by Annaka Willemsen that the Stratford Town & Gown Committee requests to carry over the balance of the 2016 budget to the 2017 budget to be used towards costs associated with preparing a strategic plan for the committee. Carried.**

**c) Student Committee Appointments**

Both the student positions on the committee ended August 31, 2016. The City Clerk has received applications and the positions will be filled in time for the next Town & Gown meeting.

**4. NEXT MEETING DATE - Thursday, February 16, 2017 @ 5:00 p.m. – U of W**

**5. ADJOURNMENT**

**Motion by Brandi Gillett, seconded by Annaka Willemsen that the meeting adjourn. Carried.**

Time: 6:15 p.m.