



## Active Transportation Advisory Committee

### MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, April 26, 2023 at 7:00 p.m.

**Committee Members:** David Daglish – Chair presiding, Councillor Burbach, John Lewis, Felicity Sutcliffe – Energy & Environment Advisory Committee Representative, Pat Ranney – Cycle Stratford Representative

**Staff:** Vicky Trotter – Recording Secretary, Nick Sheldon – Project Manager

**Also Present:** Adrienne Adas – HPPH, Inspector Jason Clarke – Stratford Police Services

**Regrets:** Tatiana Dafoe – Clerk, Councillor Nijjar, Ian Morton

#### 1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

#### 2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

#### 3. Adoption of Previous Minutes

Motion by Councillor Burbach

Seconded by John Lewis

**THAT the minutes from the Active Transportation Advisory Committee meeting dated March 22, 2023, be adopted as printed. Carried**

#### 4. Business Arising from Previous Minutes

##### 4.1 Bike Month Event Update

Adrienne Adas from Huron Perth Public Health (HPPH) noted the special event application has been submitted to the City for approval. She confirmed the event

is scheduled from 9:00 a.m. to 12:00 p.m. on June 3, 2023 in Upper Queens Park.

Members discussed bike month details and highlights of the discussion included:

- volunteers are required at each barricade location to move barricades for emergency personnel if required;
- six volunteers are required to rotate manning the barricades;
- David Daglish will pick-up and drop-off the bike valet;
- two volunteers are required for the bike valet;
- City's hydration station will not be provided as there is a bottle fill station in Upper Queens Park;
- ads promoting bike month and the kick off event have been provided to Mike Beitz, Corporate Communications Specialist, for transit buses and social media;
- Constable Darren Fischer will attend the event on behalf of Stratford Police Services;
- Park Patrol training has been completed and three Park Patrol personnel will attend on behalf of Stratford Police Services;
- a booth for 519 Bike Registration through Stratford Police Services has been confirmed;
- Ross' Bike Works and Totally Spoked have offered to provide prizes for the event;
- HPPH has ordered reflective arm bands for participants;
- Adrienne Adas and Inspector Clarke will confirm inventory of bike lights at HPPH and Stratford Police Services;
- Cycle Stratford will set up a booth with information;
- HPPH has maps, share the road pamphlets, and fit your helmet pamphlets for participants;
- Pat Ranney will confirm with Cycle Stratford if they are able to lead an adult ride at 9:30 a.m.;

- participants will be encouraged to wear their superhero outfits for the 10:00 a.m. Superhero Ride;
- Pat Ranney will look into a volunteer for a helmet fitting booth;
- refreshments will not be made available to participants;
- small prizes will be provided to all children and draws will take place for larger prizes;
- David Daglish, Pat Ranney and Adrienne Adas confirmed they will be at the event and will form a sub-committee to coordinate the event;
- Mr. Daglish will contact Rotary Stratford for additional volunteers;
- Felicity Sutcliffe will arrange a volunteer to pick up juice and/or coffee for the volunteers as a thank you; and
- Nick Sheldon advised of lane reductions on Ontario Street at the date of the event.

## **4.2 Missing Sidewalk Links**

Nick Sheldon, Project Manager, provided a map of absent sidewalks created in 2015 indicating which sidewalks have been installed and which are scheduled for installation in 2023. The ten priority locations determined by Council in 2015 have been completed or are currently being completed.

John Lewis noted the most southerly section of Railway Ave does not have any sidewalks. Mr. Sheldon stated Railway Ave is being considered as a Local Improvement Project.

It was noted and discussed that the ATAC had previously created a list of priorities for review and recommendation to Council through the Accessibility Advisory Committee.

Councillor Burbach noted St. Vincent Street, Forman Avenue and Worsley Street as areas of concern.

Mr. Lewis questioned why a sidewalk was removed when Strachan Street was reconstructed. Mr. Sheldon advised the City has a policy in place that states only one sidewalk is to be installed on a street when reconstruction takes place or a new street is constructed.

A discussion took place regarding various sidewalks and missing links. Mr. Sheldon noted that sidewalk updates are completed based on recommendations from groups such as ATAC or bundled with an infrastructure project.

Mr. Sheldon confirmed the City budgets \$200,000.00 annually for both missing sidewalks on collector or arterial roads and the Bike and Pedestrian Master Plan implementation. Additionally, the Accessibility Advisory Committee (AAC) has a \$50,000.00 budget for sidewalk improvements. Mr. Sheldon recommended ATAC choose their top five small missing links that will be reasonably priced for AAC to review.

Members agreed to review the map prior to the next meeting and the item will be relisted for discussion. Mr. Sheldon will forward cost estimate to assist with the decision of priority locations.

## **5. New Business**

### **5.1 Agenda Items**

The Chair reminded members that a deadline is provided to members for agenda items and that the deadlines need to be adhered to to ensure we are providing the public proper notice of items on the agenda. The Recording Secretary confirmed that the deadline is included in the email each month.

### **5.2 Bike Racks**

John Lewis questioned if the budget for the Bike and Pedestrian Master Plan includes bike racks. Nick Sheldon, Project Manager, confirmed the budget is for linear infrastructure and does not include bike racks.

The Chair noted the previous HPPH representative has a list of missing bike rack locations and believes there was potential funding. Adrienne Adas will speak with the previous representative.

Mr. Lewis questioned where the funds for the current post and ring bike racks in the downtown came from. Councillor Burbach stated ATAC paid for the bike corrals that were installed at the library and on York Street. The Chair noted the 2023 ATAC budget does not include funds for bike racks specifically.

### **5.3 Community Emissions**

Felicity Sutcliffe reminded members the Community Emissions survey was circulated for those wishing to participate and provided paper copies.

## **6. Date of Next Meeting**

The next meeting of the Active Transportation Advisory Committee will be held on Wednesday, May 24, 2023, at 7:00 p.m., in the Mansbridge Room, Stratford Rotary Complex, 353 McCarthy Road.

## **7. Adjournment**

**Motion by** Councillor Burbach

**Seconded by** Pat Ranney

**THAT the April 26, 2023 ATAC meeting adjourn. Carried**

Start Time: 7:00 P.M.

End Time: 8:21 P.M.