REGULAR MONTHLY COUNCIL MEETING
February 10, 2021
Approved Minutes

DATE: February 10, 2021
TIME: 4:30 p.m. – 6:22 p.m.
PLACE: Council Chambers – Public Via Facebook Live

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; Robert Hughes, CAO; Jeremy Crosby, Deputy CAO, and Director of Infrastructure; Kevin Reynolds, Director of Planning, Development, and Heritage; Jeremy Pierce, Director of Recreation, Culture, and Events; Kim O'Connell, Director of Finance and Technology; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

GUESTS: Corporal Glen Dudley

CHAIR: Mayor Steve Ogden

Mayor Ogden took a moment to acknowledge the land upon which we gather is the unceded territory of the Mi'Kmaq people, and we pay our respects to the indigenous Mi'Kmaq people of this territory past, present, and future.

1. **CALL TO ORDER**
   Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those who may be viewing via Facebook.

2. **DECLARATIONS OF CONFLICT OF INTEREST**
   No declarations were made.

3. **APPROVAL OF THE AGENDA**
   It was moved by Councillor Gail MacDonald and seconded by Deputy Mayor Gary Clow that the agenda be approved as circulated.

4. **ADOPTION OF THE MINUTES**
   It was moved by Deputy Mayor Gary Clow and seconded by Councillor Darren MacDougall that the Regular Meeting Minutes of January 13, 2021 be approved as circulated.

5. **BUSINESS ARISING**
Nil

6. **PRESENTATIONS FROM THE FLOOR**
Nil

7. **MAYOR'S REPORT**
Following is a list of meetings and events attended by the Mayor since the last Council meeting:

- Met with Minister James Aylward to discuss ICIP funding;
- Presented a gift and welcomed Taco Boyz to the Town, and because of the weather the presentation to the Lucky Bean will take place on February 12. Mayor Ogden asked that Council also be made aware of any future presentations to new businesses, as they may wish to attend the presentation;
- Was honoured to attend the Youth Centre Awards night, along with Councillor Gallant, to present awards for youth volunteerism. Special shout out to Edie Duncan who won the most number of volunteer hours and also the Youth Centre Overall Volunteer of the Year.

8. **CHIEF ADMINISTRATIVE OFFICER (CAO)**
Report was included in the agenda package. The CAO highlighted the following items:

- The four proposals that were received for the development of the Master Plan for the Community Campus were reviewed. The proposal submitted by Upland, in association with CBCL and RHA+D Architects scored the highest and was awarded the contract;
- The CAO stated that he called the Island Regulatory and Appeals Commission (IRAC) to get an update and they are hoping to advertise our land annexation application next Thursday, and then there is a time limit of 30 days for residents or interested parties to respond. It they do not receive any significant complaints, or any complaints at all – they will go ahead and make their decision. Hopefully, by April 1 they will have a recommendation to the province to officially accept the annexation;
- The capital area housing demand study is currently underway;
- A proposal was solicited from our HR consultant to provide training to our staff HR Committee members and supervisors.

At this time Mayor Ogden welcomed Corporal Glen Dudley from the RCMP to the meeting.

9. SAFETY SERVICES

a) Report

Councillor Smith noted that the committee met on January 18, and it was an introductory meeting which outlined the role of the committee and its' members.

Councillor Smith stated that the committee did have a discussion on crossing guards and the hand-held flags. He felt it was important to have flags for intersections used by the children. Infrastructure director Jeremy Crosby added that the flags will be back out today. He also noted that he had a discussion with the chief engineer of the province who is open to discussions regarding the flashing lights at intersections.

Deputy Mayor Clow felt the decision had been made to go with the flashing lights and Councillor Smith replied that we have a new Minister of Highways who needs to be updated on the file. We also need approval from the Provincial Department of Highways. Councillor Smith felt that working together with the province, we should be able to get this done.

Mayor Ogden understood that the Home and School Association was also in favour of flashing lights and Jeremy noted that there was a discussion with the Association before a recommendation was made to Council.

Mayor Ogden noted that the most complaints he received about crosswalks are at the end of Marion Drive and the Stratford Road. He wondered if there was any priority that could be given to the most used and most dangerous intersection.

b) Street Lights

No Report

c) RCMP Report

The report for the month of January was included in the agenda package. Councillor Smith noted that in the RCMP report under *Traffic Occurrences* - 6 traffic collisions were reported; under *Provincial Statutes* - there were 21 occurrences under the Quarantine Act; and under *Crimes Against Persons* there were 5 harassment communications complaints. It was also noted that the RCMP conducted 75 criminal/vulnerable sector checks for residents of Stratford. There was a total of 26 summary offence tickets issued and 21 warnings in the month of January.

Corporal Dudley explained that the RCMP responded to 21 calls involving Covid-19 and the Quarantine Act.

Both the Mayor and Deputy Mayor commented that the visibility in the Town is way up, especially in subdivisions.

Councillor Smith asked about e-tickets and Corporal Dudley replied that with new technology, a digital scan of a license plate can be taken and sent directly to the courthouse.

d) Humane Society Report

The report for the month of January was included in the agenda package. Councillor Smith stated that it was a standard month for the Humane Society.

e) Transit

Councillor Smith noted that the numbers for January 2021 are showing the same as they were in 2016. There is a bit of an increase, but not as much as we would like to see. In our resident survey, 52% of residents said they wanted additional transit to the un-serviced areas of Stratford. Councillor Smith noted that at the last Safety Services Committee meeting, a new member of the committee brought a different light to the issue. He said that when we are talking transit, we are talking about people who have two cars in their driveways. However, there are several people moving into our community from different parts of the world and they need transit. The committee member felt that if transit is dependable and on time more people will move to Stratford.

Deputy Mayor Clow stated that in the past, we would meet with the people who rode the busses every day. He added that the meetings were very worthwhile, as we were able to find out how things were going and what could be improved. Councillor Smith agreed that it would be a good thing to do once face to face meetings are permitted again.

f) Cross Roads Fire Department

The report for the month of January was included in the agenda package. The fire calls are down for the last two months and Councillor Smith felt it could be due to people working from home and being pro-active.

Councillor Smith stated that he attended the last board meeting, and the fire company will be giving their costs to the Town, so the Town will have them in time for budget meetings.

10. <u>RECREATION, CULTURE AND EVENTS</u>

a) Report

The report was included in the agenda package. Councillor Gallant highlighted some of the items from the report:

Recreation, Culture, and Events Committee – The first committee meeting took place on Thursday, January 28, 2021. Some items discussed were the program registrations, the waterfront park, the community campus, the active transportation priorities, the town centre gym use, and the arts and culture programming.

It was noted that the Bunbury and Pondside Rinks are currently being utilized.

Stratford Youth Centre & Council – The Youth Centre held the annual party and youth awards ceremony at the Stratford Emergency Services building. The event was divided into three sessions to allow for social distancing. Councillor Gallant noted that it was a great event, and we want to keep it going.

Town Centre Gymnasium, Walking Track and Fitness Area – The daily users for the month of January averaged 141 people per day, with busy hours between 10:00 a.m. to 12:00 p.m. and from 2:00 p.m. to 4:00 p.m. The new hours are working well for our residents.

Stratford Programs - With all the duress caused by Covid-19, the increased activity level of Stratford residents should be commended. Winter recreational adult programs are all operating at full capacity.

Events – Stratford Winterfest has been transformed into a month long series of individual and group indoor and outdoor activities as noted in the recreation report.

Councillor Gallant gave a 'shout out' to Ryan Steele of Stratford, who plays hockey for the Sacred Heart Pioneers in Fairfield, Connecticut. Ryan has been nominated for the Hobey Baker Memorial Award, which is considered the most prestigious award in NCAA Division 1 hockey. Ryan's sister Sarah Steele also plays professional hockey with the Toronto six of the National Women's Hockey League.

Mayor Ogden noted that he had a bit of sad news to pass on. Mike Chapman, who was instrumental in looking after Tea Hill Park, as well as helping around the Town has passed away. Mr. Chapman contributed a lot to the Town, and Mayor Ogden wanted to acknowledge and pay tribute to him for everything he has done for the Town.

11. <u>FINANCE AND TECHNOLOGY</u>

a) Report was included in the agenda package. Councillor MacDonald highlighted some of the items in the report as follows:

- Working on purchasing items in the Safe Restart program funding of Covid related expenditures;

- Meetings with staff and Council on budget documents for 2021/22;
- Unified communication phone system was awarded to Eastlink;
- New computers arrived and are currently being set up for staff;
- Finalizing ISDA paperwork for financing of the pipe to Charlottetown sewer project (resolution is included in the package);
- Staff is working on year end files for the seniors complex;
- Staff and Council have participated in the first of the Office 365 training sessions;
- The capital project spreadsheets were updated;
- Staff is continuing to work on the Asset Management inventory to prepare for the introduction of the Townsuite Asset Management Module.

Councillor MacDonald noted that the first meeting of the new committee was held on January 19, 2021. It was an introductory meeting and the terms of reference for the committee were reviewed. A few other items discussed were Results Matter, Safe Restart Program, and financing for the pipe to Charlottetown project. The committee also discussed the long-term budget plan that was put out to residents to complete on-line, and more than 1000 residents participated.

b) Financial Statements

Included in the agenda package. Councillor MacDonald briefly reviewed the Town and Utility financial statements. Town revenue is down approximately 3.5% and expenses are also down 12.3% and everything relates back to Covid.

The Utility revenue is up and that is mainly due to a government grant, and expenses are down 15%.

c) <u>Resolution FT001-2021 – Pipe to Charlottetown Sewer Project</u>

Moved by Councillor Gail MacDonald
Seconded by Deputy Mayor Gary Clow

WHEREAS the Town of Stratford has constructed a wastewater delivery system to the City of Charlottetown;

AND WHEREAS the Town of Stratford asked for proposals for long term financing in the amount of $2,731,250 from the following financial institutions:

Bank of Montreal
CIBC
Royal Bank of Canada
Bank of Nova Scotia

TD Bank

AND WHEREAS the request for proposals closed at 1:30 pm on December 7, 2020;

AND WHEREAS the financing of $2,731,250 is within the 10% capital debt threshold of the Town of Stratford given that the current borrowing limits for the Town of Stratford is based on its total assessed tax base ($882,345,622 x 10% = $88,234,562) of which the Town of Stratford is using $14,680,046 as of March 31, 2020;

AND WHEREAS the Town of Stratford asked the banks to submit two alternative options for financing, namely, Option 1 for fixed term financing, and Option 2 for banker's acceptance and interest rate swap;

AND WHEREAS the following rates were received for Option 1 – fixed term financing:

	TD	RBC	CIBC
Fixed Rate Loan			
5 years		1.75%	1.862%
10 years	1.79%	2.20%	2.625%
15 years	2.14%	2.92%	
20 years	2.31%		

AND WHEREAS the following rates were received for Option 2, Banker's Acceptance and interest rate swap:

	TD	**RBC**		**CIBC**
10 yr term	1.85%	1.72%		2.11%
	Swap rate of 1.30%	Swap rate of 1.30%		
	Stamping Fee of .55%	Stamping Fee of .42%		
15 yr term	2.08%	2.00%		2.33%
	Swap rate of 1.53%	Swap rate of 1.55%		
	Stamping Fee of .55%	Stamping Fee of .45%		
20 yr term	2.17%	2.15%		2.42%
	Swap rate of 1.62%	Swap rate of 1.70%		
	Stamping Fee of .55%	Stamping Fee of .45%		
25 yr term	2.20%	2.17%		
	Swap rate of 1.65%	Swap rate of 1.72%		
	Stamping Fee of .55%	Stamping Fee of .45%		

AND WHEREAS at its December 9, 2020 Council Meeting, Council passed a resolution to award the long-term financing to Royal Bank of Canada ("RBC") for a 25-year swap term at a rate of 1.72% and a credit spread of 0.45% for an all-in rate of 2.17% subject to market fluctuations prior to closing;

AND WHEREAS the Council now wishes to authorize its Mayor and Chief Administrative Officer to enter into a Bankers' Acceptance Service Agreement, a Credit Facilities Agreement and an ISDA Agreement with RBC, on behalf of the Stratford Utility Corporation, to facilitate the aforesaid long term financing;

AND WHEREAS the Council also wishes to authorize its Mayor and Chief Administrative Officer to enter into a Guarantee and Postponement of Claim on behalf of the Town of Stratford to guarantee the Stratford Utility Corporation's indebtedness to RBC.

BE IT RESOLVED THAT:

1. the Stratford Utility Corporation enter into a Bankers' Acceptance Service Agreement, a Credit Facilities Agreement and an ISDA Agreement with the Royal Bank of Canada (the "Agreements");

2. The Town of Stratford enter into a Guarantee and Postponement of Claim with RBC (the "Guarantee"), in the form provided by RBC, to guarantee the Stratford Utility Corporation's indebtedness to RBC, to a maximum liability of $2,731,250.00 plus interest at a rate equal to RBC's prime interest rate plus 5%;

3. Facility 4 under the Credit Facilities Agreement, being a $2,731,250.00 non-revolving term facility for the wastewater delivery system financing, be and hereby is authorized to be repaid by consecutive principal payments in accordance with the schedule to be provided by RBC Capital Markets, each based on an original amortization period of 25 years and the balance repayable in full 15 years from the date of draw down, all in accordance with the terms of the Credit Facilities Agreement;

4. the Mayor and CAO be and are hereby authorized to sign the Agreements on behalf of the Stratford Utility Corporation, and such other documents as may be required in connection with the financing, and be and hereby are authorized to sign the Guarantee on behalf of the Town of Stratford; and

5. this Resolution serve as the security requested for Facility 4 under the Credit Facilities Agreement.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

Councillor Burridge wanted to clarify for anyone watching via social media that this was all agreed upon in December of 2020. She noted that this resolution is an add-on to the December resolution, and it is connected to the agreement that needs to be signed because we went with the Banker's Acceptance financing.

Mayor Ogden asked if this loan was the largest loan that the Town has ever taken out, and the finance director replied it is the largest utility loan ever taken out.

Mayor Ogden stated that the amount that we are borrowing is the Town's share of the 10 million dollars for the pipe to Charlottetown project.

Question: **CARRIED**

12. PLANNING, DEVELOPMENT AND HERITAGE

a) Report was included in the agenda package. Councillor Burridge noted that the committee met on February 1 and building permits and applications were discussed. The main discussion was on a change to an approved subdivision concept plan from 2019. She noted that it was approved as an as of right design. However, the Town's new environmental sustainability coordinator Maddy Crowell discovered that a mature stand of trees containing local native species was within an area that had been approved for semi-detached lots. Maddy spoke with planning director Kevin Reynolds, who spoke with the developers to ask if they would be open to revising their concept plan to save the treed area, and they agreed to work with the Town on this matter.

Councillor Smith took a moment to thank Concord developers for their understanding and noted that he is pleased the trees are being saved.

b) Permit Summary

Included in the agenda package.

c) Resolution PH001 – 2021 – SD15-19 – Concord Properties – Revised Subdivision Concept Plan – Bunbury Road

Moved by Councillor Jill Burridge
Seconded by Councillor Derek Smith

WHEREAS in August of 2019 preliminary approval was given to Concord Properties to subdivide parcel number 393000 (18.59 hectores or 45.9 acres in total area) into 117 lots located off the Bunbury Road/Heron Drive/Squire Lane within the Medium Density Zone (R2); and

WHEREAS during engineering design, it was discovered that the developer would require additional storage for stormwater, so they acquired an additional adjacent property and have proposed a larger stormwater pond which now is primarily on the newly acquired land; and

WHEREAS upon a recent review by the Town's new Environmental Sustainability Coordinator, it was discovered that a mature stand of trees containing local native species was within an area that had been approved for semi-detached lots to be developed; and

WHEREAS after an internal staff discussion, the Town approached the developer asking if they would be open to revising the concept plan to save this treed area, with the knowledge that no units would be lost from what was previously approved; and

WHEREAS after some consultation with their consultant, the developer agreed and has submitted a new concept plan which revises several the lot types along Street "A" but also preserves the treed area in its entirety; and

WHEREAS the new concept plan will make changes to the percentage of uses within the overall subdivision increasing the number of lots above Single Dwellings from 38.5% to 43.3% and Town staff are proposing since it was the Town that initiated this proposed revision to the concept plan that Council use its authority to approve this revision as a conditional use within the Medium Density Residential Zone (R2); and

WHEREAS the original concept plan had proposed 18,600m² (10.01% of total area) for parkland dedication, excluding the 2,060m² area proposed for stormwater management; and

WHEREAS the new concept plan has proposed 23,200m2 (11.9% of total area) for parkland dedication, excluding the 7,800m2 area proposed for stormwater management.

BE IT RESOLVED that preliminary approval be granted to a revised concept plan from Concord Properties to subdivide parcel number 393000 and 191643 (19.44 hectares in total or 48.02 acres), increasing the number of lots above Single Dwellings from 38.5% to 43.3%, into 111 lots located off the Bunbury Road / Heron Drive / Squire Lane within the Medium Density Zone (R2) subject to the following conditions:

1. Conformance with the Preliminary Plan showing Lots 1 to 111 prepared by CBCL Ltd., Drawing No. 192627, revision B dated January 21, 2021.

2. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines approved by both DOTIE and the Town of Stratford.
3. That the proposed parkland area, as shown on the preliminary plan, be deeded to the Town of Stratford as parkland dedication, totaling 23,200m² (11.9%% of total area) for parkland dedication to the Town of Stratford pursuant to Section 4.9 of the Town of Stratford Zoning and Development Bylaw, excluding the 7,800m² area proposed for stormwater management.
4. That the concept design must meet all the Department of Environment requirements and a plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
5. That proposed public roads shall be designed in accordance with the provincial road standards of the P.E.I. Department of Transportation, Infrastructure and Energy and that a subdivision road agreement shall be executed.
6. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall be executed along with the payment of all applicable capital contribution fees required by the Utility Corporation.
7. That the developer makes an agreement with Canada Post and meets Canada Post's requirements for establishing Community Mailbox(s) in new subdivisions.
8. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
9. That Preliminary approval shall be valid for a period of 3 years.

BE IT FURTHER RESOLVED that the Mayor and Chief Administrative Officer are hereby authorized to sign the Agreement(s) on behalf of the Town (or the Stratford Utility Corporation).

Discussion: This resolution bears the recommendation of the Planning and Heritage Committee.

Councillor Smith noted that he walked the piece of land and he is very impressed with what he saw.

Councillor Smith stated that he received a call from a resident who had a concern about how the stormwater runoff will be controlled and he asked the planning director if he would give a brief explanation. Kevin explained that the streets running east and west across the property are ultimately going to be interception points to collect stormwater that comes down from the other streets and other lots, and it will take all the stormwater over to the new management pond.

Councillor Smith asked when they put the trail system in place will it connect to the Town trail system, and Kevin replied that yes it will connect.

Deputy Mayor Clow echoed Councillor Smith's comments regarding the developers and how they worked with the Town to come up with a solution to save the trees. He also praised Maddy for the part she played in saving the trees.

Question: **CARRIED**

Mayor Ogden stated that he was pleased that the woodland was saved. He noted that it shows the importance and value of the environmental sustainability coordinator position, and he publicly recognized Maddy Crowell for her part in helping to save the trees.

Councillor Burridge agreed that it shows the importance of physically walking the site. Maddy will certainly be an asset to planning and bringing her in early in the planning loop will be important.

Mayor Ogden thanked Kevin Reynolds for all his work and negotiations with the developers on this revised subdivision plan.

d) Resolution PH002-2021 – Concord Properties - Major Subdivision – Concord Subdivision Street name

Moved by Councillor Jill Burridge
Seconded by Deputy Mayor Gary Clow

WHEREAS the Concord Properties new subdivision has four new public streets that require naming to meet civic addressing guidelines for the province; and

WHEREAS the Heritage Committee has suggested the following street name:

- Captain James Crescent
- Kelly Heights
- Smallwood Terrace
- Goldsmith Row

AND WHEREAS the history of proposed street names is attached.

BE IT RESOLVED that approval be granted to the following street names for the new Concord Properties subdivision:

- Captain James Crescent
- Kelly Heights
- Smallwood Terrace
- Goldsmith Row

Discussion: This resolution bears the recommendation of the Planning, Development, and Heritage Committee.
Question: **CARRIED**.

e) <u>Resolution PH003-2021 – 102519 PEI Inc. – 22 Lot Subdivision – Rankin Drive Subdivision Street Name</u>

Moved by Councillor Jill Burridge
Seconded by Councillor Derek Smith

WHEREAS the 102519 PEI Inc. (Jackson/Livingston) new subdivision has a new public street that requires naming to meet civic addressing guidelines for the province; and

WHEREAS this property was owned by William Mutch and there was also another William Mutch within Stratford who owned the Brickhouse on the Stratford Road, who were Uncle and Nephew to each other; and

WHEREAS to aid in distinguishing between the two William Mutch's, the descriptions of the Brick House and the Wood House were adopted as middle names for each due to the different building materials each of their homes was made of; and

WHEREAS the Heritage Committee has suggested the following street name:

- Woodhouse Court

BE IT RESOLVED that approval be granted to the following street name for the 102519 PEI Inc. (Jackson/Livingston) subdivision:

- Woodhouse Court

Discussion: This resolution bears the recommendation of the Planning, Development and Heritage Committee.
Question: **CARRIED**

13. INFRASTRUCTURE

a) Report

The report was included in the package. Deputy Mayor Clow highlighted some of the items from the report:

Wastewater Collection System to the Charlottetown Pollution Control Plant – Wastewater is now flowing to the new pump station for testing purposes. There are some programming issues that needed to be worked out for the station to run correctly in automatic mode. We plan to wait a week or more before permanently severing the connection to the lagoons. The connection is being maintained in the event that we would have to stop operation of the station and divert flow back to the lagoons.

Inflow and Infiltration Reduction Strategy – We are currently monitoring and reviewing the sewer system to identify any areas requiring repair.

Investing in Canada Infrastructure Program Update

- Sewer Lift Station Upgrades – Coles Associates submitted a revised design report, including high level construction cost estimates for the identified upgrades. They indicated that the Corish pump station replacement will be a $1.0M project, the installation of 3060 meters of forcemain from the station to the trunk main will be a $3.3M project, and upgrading the gravity line into the treatment plant will be a $100K project. These are the estimated project costs to redirect the Corish pump station to the trunk main. Additional upgrades will be required to 2500 meters of gravity line to accommodate the ultimate buildout of the Town. This work can be phased in over time. The department met to review the report and comments have been sent back to Coles to be addressed. We are awaiting the revised report and recommendations from Coles before a decision is made on what work will take place this year.

- **Water Station Upgrades** – The scope of the project was reduced to meet the budget, and the project was awarded to Hansen Electric for $201,100 plus HST. Hansen Electric anticipates beginning the work in March.

- **Provincial Active Transportation Fund** – The Georgetown Road sidewalk project has been completed, with just landscaping to be done in the spring. Coles Associates has submitted a tender ready package for review for the Keppoch Road Multi Use Path. They completed a construction cost estimate of $1.9M for the trail.

- **Fullerton's Natural Playground** - The playground construction has been delayed until spring, as the contractor completing the work is coming from Nova Scotia and the closing of the Atlantic bubble is causing travel issues.

  During the month of January there were no major issues with the water distribution or wastewater collection system.

  Mayor Ogden took a moment to thank the provincial and federal governments for their contributions to the wastewater pipe to Charlottetown project, and the City of Charlottetown who is our partner in this endeavour.

14. <u>COMMITTEE OF THE WHOLE</u>

a) <u>Resolution CW002-2021 Capital Area Recreation Inc. (CARI) Board Appointment</u>

Moved by Councillor Steve Gallant
Seconded by Councillor Gail MacDonald

WHEREAS the Town of Stratford, through the agreement with the Capital Area Recreation Inc. (CARI), must appoint a representative to the Board of Directors of CARI, a not for profit company that was created to design, construct, and operate the regional aquatic facility; and

WHEREAS Kim O'Connell served as the Town's representative to the Board of Directors of CARI in 2020 and has agreed to serve again; and

WHEREAS CARI has made a request to have Kim O'Connell, with her finance background, serve another term on the board.

BE IT RESOLVED that Kim O'Connell be re-appointed to the CARI Board for the year 2021 to represent the Town's interest on the Board.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: CARRIED

b) <u>Resolution CW003-2021 Request from Statistics Canada to Increase Awareness of the Census</u>

Moved by Councillor Darren MacDougall
Seconded by Councillor Derek Smith

WHEREAS Statistics Canada will be conducting the next census in May of this year; and

WHEREAS they have reached out to the Town seeking support to increase awareness of completing the census among the residents of the community; and

WHEREAS the support of the Town will have a direct impact on gathering data needed to plan, develop, and evaluate programs and services; and

WHEREAS 32,000 people across the country will be hired to assist with the census collection.

BE IT RESOLVED that the Stratford Town Council supports the 2021 census and encourages all residents to complete their census questionnaire online at www.census.gc.ca.

Discussion: This resolution bears the recommendation of the Sustainability Committee and the Committee of the Whole.
Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

Report was included in the package. Councillor MacDougall highlighted some of the items from the report:

The committee discussed bylaw and policy amendments for the SWITCH Program (also known as the PACE Program). Councillor MacDougall stated that it is exciting to have a program like this to roll out to our residents to encourage clean energy and energy efficiency.

Councillor MacDougall stated that the committee introduced a new climate intern from the UPEI ClimateSense Program, and he has joined us to begin work on a six month climate change adaptation project.

During a team building session one of the items that was discussed was the fact that many residents of Stratford moved here from eastern PEI. The Town of Stratford is a gateway to the east and strengthening our relationships with our eastern partners could produce mutual benefits, and we are going to make an effort to reach out to eastern PEI. Mayor Ogden agreed that building relationships with our neighbouring communities is a good idea. There are a lot of shared issues and great opportunities to make each other stronger.

Councillor Smith asked if we would continue the tree program, and Mayor Ogden replied that it will be discussed as part of our budget deliberations.

16. ACCOUNTABILITY AND ENGAGEMENT

Mayor Ogden noted that the committee held its' first meeting on January 21, 2021, and it was an orientation meeting for the new committee members. Items of discussion were the mandate of the committee and how it fits into our strategic plan. There was also some discussion on doing a business survey to find out if businesses would participate in an online survey and 11 businesses responded. Mayor Ogden noted that we have approximately 260 businesses in Stratford (including home based businesses) and based on the result, the decision was to proceed with the online business survey and that will be the committee's recommendation to Council. We want to find out what are we doing right and what could we be doing better to help businesses.

There was a discussion on the prebudget consultation and how the process will unfold. Mayor Ogden provided some of the Town's current priorities for the members of the committee.

The engagement statistics that include, Twitter, Instagram, and Facebook were briefly reviewed.

Councillor Burridge noted that we have had a lot of engagement on the waterfront, as well as a few other things, and she asked if the committee gave any input on our engagement initiatives. Mayor Ogden replied that what they discussed was the long-term budget consultation that was done through our website. Both Mayor Ogden and the CAO felt that the former committee gave very positive comments on our engagement strategy, but our new committee has not had time to process everything yet. Mayor Ogden noted that some of the younger people on the committee felt that we should be using more video content in our engagement approach. It was noted by the CAO that staff plans to conduct an engagement strategy review and there can be some further discussion on the issue at the next meeting.

17. <u>HUMAN RESOURCES</u>

No Report

18. <u>INQUIRIES BY MEMBERS OF COUNCIL</u>

Nil

19. <u>OTHER COMMITTEES</u>

a) Stratford Community Seniors

Report was included in the package. Deputy Mayor Clow noted that the committee met on January 12 and highlighted some of the items from the report:

- Quotes were received to replace the copper pipe on the recirculation of the water lines;
- Quotes are currently being received for the replacement of patio doors in 12 of the units;

- We are working with Canada Mortgage and Housing Corporation (CMHC) to revise our capital replacement plan to include the replacement of the copper piping and the replacement of the patio doors;
- The snow blower at the complex is being sold to the Town as the current contractors do not use it;
- Staff is working on the year end file; and
- Winter maintenance is being completed.

The waiting list for an apartment in the complex was discussed, and the finance manager Kim O'Connell noted that there are approximately 31 people on the list.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Councillor Smith noted that the Covid-19 vaccines are coming to PEI, and he asked the public to please get their vaccination as it will help everyone.

Mayor Ogden took a moment to congratulate James Aylward, MLA on his new portfolio, the Department of Transportation and Infrastructure.

22. ADJOURNMENT

There being no further business, the meeting adjourned at 6:22 p.m.

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Mayor Steve Ogden **Robert Hughes CAO**