

REGULAR MONTHLY COUNCIL MEETING
December 9, 2020
Approved Minutes

DATE: December 9, 2020
TIME: 4:30 p.m. – 6:33 p.m.
PLACE: Via Zoom

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: RCMP Officers

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 Derek Smith and seconded by Councillor Gail MacDonald that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Deputy Mayor Gary Clow and seconded by Councillor Derek Smith that the Regular Meeting Minutes of November 12, 2020 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:

- Mayor Ogden recognized the Stratford Youth Council for their recent fund-raising which was a 24 hour walkathon for homeless people
- He also recognized and congratulated Stratford resident Gary Schnieder who received a national environmental award
- Congratulations goes out to Eleanor Davies who has provided 35 years of service to Hospice PEI
- Along with Councillor Burridge and CAO Hughes, met with Brad Trivers, Minister of Education, and departmental officials, regarding planning for the new Stratford high school
- Participated in online orientation session for new Town committee members
- Helped with the Stratford Food Drive
- Received an urgent request from Minister James Aylward to locate a COVID testing site in Stratford and thanks to our professional staff we were able to assist with the request
- Spoke with the Minister of Communities and Fisheries Jamie Fox to discuss Municipal Government Act issues.

8. **CHIEF ADMINISTRATIVE OFFICER (CAO)**

Report was included in the agenda package. The CAO highlighted the following items:

- The housing demand study RFP is out and will close on December 21, 2020
- Still working on the community campus; we have our consultant working on the Island Regulatory and Appeals Commission (IRAC) application and she will also do the zoning application for all three parties (the Town and the two land owners)
- Working on an RFP for a conceptual design for the community campus
- We have been going back and forth with the consultant on the citizen budget process to engage residents on the long term planning priorities for the Town. Councillor MacDonald asked if there was a new date for the launch of the citizen budget and the CAO replied that he doesn't have one at this point. Mayor Ogden was concerned that if it gets into the same time frame as the annual resident survey people could get confused and may also have survey fatigue. However, the CAO stated that he is

hopeful we can get it out in the next week or so, but we want to be sure it works properly first.

9. SAFETY SERVICES

a) Report

The report was included in the agenda package. Councillor Smith wanted to advise Council of two events this Saturday past. The first was a checkpoint setup by the Mothers Against Drunk Driving (MADD) Chapter of PEI. This took place on the Trans Canada Highway (TCH) near the new Shopper's Drug Mart in Stratford. The checkpoint was mainly an information reminder not to drive while impaired at any time of the year. Councillor Smith took a moment to thank the MADD group for helping the Town advise our citizens of this important fact.

The next event was that of the Santa Claus parade. Due to the situation that we face this year, and because of our Canada Day parade success, the Town staff set up a similar event for Christmas.

There were many volunteers who helped out on these two events. Some were as noted: Cross Roads Fire Department, EMS, Kirk MacKinnon of Ocean 100, the MADD group, Town Councillors, Town Staff, and the RCMP. Councillor Smith noted that many RCMP officers from Kings, Queens, Stratford, and Headquarters Detachment were on site to give a helping hand. But the most important person of all was Santa Claus himself. The Town of Stratford would like to give a big thank you to Santa and his whole group for taking the time to wish us all a happy holiday.

The Safety Services meeting was held on November 23 and the biggest issue discussed was crossing guards. There were many opinions expressed such as the status quo (which is not really acceptable) hiring crossing guards or getting the lighting system the same as the one that we have at No Frills crosswalk on Bunbury Road. This is due in part because the committee felt that the kids should be taught how to cross the street with the crossing lights. Councillor Smith stated that in Summerside they are using the crossing lights and they also using their flags again to cross the street. He suggested that the Town may also want to look at bringing back the flags. The crossing lights would be there 24/7 and would help anyone walking at night, as well as children using the school playground after hours, so the committee felt the crossing lights would be a better way to go. However, the issue is open to discussion by the Council as the committee will listen to all input. We will also be contacting the Home and School Association and the teachers to get their input.

Councillor MacDougall noted that he had a discussion with the Chief of Police in Charlottetown on the issue and if Councillor Smith would like the Chief's insight on the

issue he would be willing to give it. The City of Charlottetown has been using crossing guards, but the Chief spoke more about the challenges that exist with implementing crossing guards.

Councillor Gallant felt that we should hire someone to be a crossing guard. When a person is working, they would be talking to the kids, and it would create jobs for people who are retired and want to put some time into the Town. He didn't feel that the crossing lights would be the answer. He suggested that the RCMP could take the training and pass it on to our crossing guards. Councillor Gallant added that we will have a high school in the future and kids will need to cross the highway. Councillor Smith replied that in regard to the high school, the age of the children attending a high school will be higher than an elementary school. However, the issue is open for discussion and we can discuss it further at the Committee of the Whole. Deputy Mayor Clow would like to hear more about the crossing lights and looks forward to some further discussion at the Committee of the Whole. He added that he is aware of what goes on with the crossing guards in Charlottetown and he thinks it will be a budget item that would need to be discussed. He asked Councillor Smith to bring all the information he has on the crossing lights to the next Committee of the Whole meeting. Mayor Ogden asked that the issue be put on the agenda of the next Committee of the Whole meeting adding that we do have the recommendation from the Safety Services Committee.

Councillor BurrIDGE felt that it would be helpful to have input from the Home and School Association for both schools, as well as the administration of both schools prior to the Committee of the Whole discussion. She would like to see the discussion look at the big picture of intersections throughout the community that are quite busy. Councillor Smith noted that we will talk to the City of Charlottetown and added that we should also talk to the City of Summerside. They are using the crossing lights and flags and we can find out how that is working out for them. Deputy Mayor Clow noted that the city police in Charlottetown look after crossing guards and he wondered if the RCMP would be willing to take on that task for Stratford. Councillor BurrIDGE stated that it would be interesting to get the input of the RCMP as well. Infrastructure director Jeremy Crosby noted that there were five other intersections that were identified (a map showing the locations was included in the agenda package).

b) Street Lights

No Report.

c) RCMP Report

The report for the month of November was included in the agenda package. Councillor Smith noted that before he starts his report, he has a statement he wishes to read.

December 9, 2020 – At last month’s Council meeting some Councillors had some well thought-out questions in regard to the policing of Stratford. These questions couldn’t be answered at that time due to the fact that they were both complex and in-depth. I felt that to answer these inquiries, I would also need to give them the same time lines, as the Councillor had in preparing them. I have broken the enquires into four groups: (1) monthly stats sheet; (2) survey results; (3) response time lines; and (4) operation duties. Tonight, with the help of Town staff and the RCMP, I hope that all of the above can be clarified to the betterment of all parties.

Topic #1 – Monthly Stat Sheet – during the past month I met and discussed these points with the RCMP, and then with the help of Councillor MacDonald reviewed the outcome. I hope that tonight the statistics sheet is what has been requested. However, if improvements are needed then the work will continue. I want to thank Jannie from the Stratford RCMP for helping us out in this request.

Topic #2 – Survey Results – Questions arose from the annual survey in regard to police services within Stratford. While researching this point, I noted that the Town of Kensington recently did a police study. In their study, the citizens were asked to rate their police force. To me it looks like the results of their survey and the results of our resident questions about policing rendered very similar results. Though I am no expert in the field of statistics, the questions asked of our residents about policing were quite similar to those asked by the Town of Kensington. Our rating system was based on four levels – (1) a great deal of confidence; (2) some confidence; (3) not very much confidence; and (4) no confidence at all or don’t know – no answer.

In looking at the overall level of policing in both communities, I believe both had a very high rating. The difference between the two police forces is in the type of police force and the number of officers at each location. Actually, just maybe this is a sample of all the overall view of the people of PEI. In closing, these results showed that the people of Stratford at this point in time have a high rating of policing with Stratford and that of the RCMP.

Topic #3 – Response Timelines – The next topic asked was that of police response times. On this point we have the RCMP here to answer to this concern and to share their findings. Councillor Smith stated that he will yield the floor to the RCMP after reading the rest of his remarks. I would like to point out that when this question was asked, C/Supt Ebert had the question answered within hours. I want to personally thank the C/Supt and her team on the quick and accurate answer provided.

Topic #4 – Operational Duties – The next statement will deal with the above named subject. One question asked was whether there was a police car on patrol at that particular time in Stratford. I was unable to answer this question due to the fact that I didn't have the answer, nor do I have the answer now. However, I would like to point out that if I did have that information, I would not give it out in a public form. The reason for this is because of both the public and officer safety. Police in North America have policies to cover such information. If a situation arises that there is a clear and present danger to the public than the Amber Alert System is sent out in order to try to maintain peace and order in the area. The statement was made that the RCMP works for the Town. This might be the case, but I would argue that the citizens of Stratford have a contract with the RCMP and in the agreement, the RCMP, through their internal means, conduct the way that police work is carried out. I would like to think that the Town has formed a partnership with the RCMP.

Another question asked was the placement of a Stratford officer to another location as needed. I would like to point out that the contract for police services covers this under Section 9 in which it states that: The RCMP has the right to re-deploy members to cover an emergency in any region of Canada. It also states that the Town will bear no cost of these members or equipment of this deployment.

We must realize that if the Town was in need of additional resources to cover an emergency within Stratford, I am sure, as in past events, that the RCMP would bring in additional help as needed. In short, this section works both ways. I also strongly believe that we as a Town have in the past, and the future, would share our resources to help others in need if the call arises. An example of this would be the emergency testing site for COVID-19 Virus setup in the Town Centre during this time due to the increase demand for testing.

Police Study – Due to the population growth of Stratford, business, and other infrastructure services, I believe that this Council should be proactive in conducting a police study to clarify what we will need in both the number of officers and the type of police services needed. With this in mind, we have requested that the provincial government conduct a study on these points. Within the study the question of regionalization of policing will be asked. I strongly believe that this study should help us with our questions. I personally look forward to this and if given a chance, I would like to contribute to the conversation. I also think that all side be given their chance to give their options and/or solutions. These sides would be, of course, the two police forces that we have in the area, but also, we would need input from our businesses, citizens groups and residents, and/or many other groups. We must also remember that this may create a lot of emotions and

that is a part of any study; but in the end, we should look at the facts of the findings and then make a decision on these points.

I will now yield the floor to the RCMP to cover off in more detail the response time lines and any other comments they have on this report.

After this, if Council has questions on the above points, please feel free to ask them. Thank you for your time and patience on this response.

Corporal Glen Dudley noted that in regard to response times, the computer data base was reviewed, and it was found that the average 911 response time in Stratford was just over 11 minutes from the time we are dispatched to the time we arrive on the scene. Hopefully, that puts people at ease as we are responding to these calls in a timely manner. When a call is dispatched it records the dispatch time and the arrival time. As mentioned by Council Smith, the policing review took place in 2017 and there were many suggestions put forward. The commanding officer and Mayor Ogden had a discussion, but Corporal Dudley didn't speak on that. He noted that he has one week of his isolation done (was working off Island) and will be back to work in another week. He noted that he is currently working from home and his phone is on if there are any questions or concerns to let him know.

Councillor Smith thanked Corporal Dudley and noted that the floor is open for questions or discussions.

Councillor MacDougall noted that at our last meeting he provided some anecdotal evidence and used numbers from the Town's resident survey in an attempt to illustrate a point. In attempting to illustrate a point sometimes it gets fumbled, and in this case what he neglected to say in that presentation was that the six members that are with the Town are exceptional police officers who are also primarily residents of the community and he did fall short of introducing that commentary and it should have been very relevant. Councillor MacDougall noted that as a Councillor he has never received a single complaint about individual members of our force in Stratford. He added that he hears nothing but praise and his experience with the officers has been nothing but positive. He reiterated that he did fall short in illustrating those points and he wanted to make that clear. Secondly, he didn't think what he was attempting to illustrate was specifically about the response times as much as it is about the fact that in Stratford the officers are tasked with responsibilities outside of the Town. The point he was attempting to illustrate was that it leaves a gap – one that he personally thinks we should address. If a resident does call, it is too high of a probability that somebody may not be available to respond in a timely

manner and that was the point he was illustrating, and it is an opinion based on knowledge that he has.

Councillor Smith thanked Councillor MacDougall for his comments. He noted that we will leave Councillor MacDougall's inquiries with the RCMP and they can follow-up with an email back to us.

Mayor Ogden noted that Corporal Dudley did mention a conversation he had with Chief Superintendent Ebert and it was agreed by both that we need to look at the policing model in terms of accountability and time spent in Stratford by police officers. Chief Superintendent Ebert undertook to provide us with this information on a regular basis. Hopefully, that will address some of the concerns. In terms of the overall approach to the model, Mayor Ogden thought that the provincial analysis follow-up to the 2017 police study will provide us with a lot of good information that we need to move forward to address the need for a new model. Hopefully, this presents an opportunity to improve our relationship with the RCMP moving forward.

Councillor Smith felt that in the end everyone's main concern is for the citizens of Stratford, but also for the safety and health of the members in our community (due to COVID). It is a team effort, and we will continue working on it.

RCMP Report - Councillor Smith noted that it was a standard month. He reviewed the stats noting that traffic collisions for the month were 16 which is high. There were 9 – 911 calls, and the RCMP responded to four municipal bylaws calls during the month. There were 69 index checks and 28 tickets issued during the month.

Councillor MacDonald thanked Councillor Smith for taking the time to have the report revamped with the information she requested.

d) Humane Society Report

The report for the month of November was included in the agenda package. Again, a standard month for the Humane Society.

e) Transit

Councillor Smith noted that the numbers are down, but it should be noted that there was a COVID scare on one of the bus routes and that affected ridership. Deputy Mayor Clow and Councillor Gallant asked about transit for ward 3 and Councillor Smith replied that there is nothing new to report since last month but added that ward 3 has not been forgotten. Mayor Ogden noted that we did make some decisions and recommendations in regard to transit in ward 3, and maybe the CAO could provide any information he may have on the status. The CAO stated that we did submit a long term capital plan in

conjunction with Charlottetown and Cornwall, to indicate what we need regarding busses on a go forward basis – with the infrastructure funds that are available, including moving to electric busses. The CAO asked the infrastructure director Jeremy Crosby to give an update on the current bus order. Jeremy replied that there have been some delays on the mini busses due to COVID-19. They are still intending to deliver them in 2021, but at this point we don't have a firm delivery date. In regard to the pilot program, we are still looking at researching it a bit further. We felt that because of COVID-19 and the restrictions that are in place this wouldn't be the best time to do a pilot program. However, we may be able to start it back up soon. We haven't forgotten about it and still intend to do a pilot program at some point, or at least have the information for Council to make an appropriate decision.

Mayor Ogden took a moment to commend Deputy Mayor Clow for his perseverance in trying to get transit to ward 3. He too felt that he would like to see some type of service in ward 3. Councillor Smith stated that the Deputy Mayor is being pro-active. He has been on Council for a number of years and he has seen the growth in the Town, and he realizes that the population of the Town will continue to grow. Councillor Gallant also wanted to go on record as a Councillor of ward 3 who agrees with bringing transit to ward 3.

f) Cross Roads Fire Department

The report for the month of November was included in the agenda package. There were two fires over the past month. One was an electrical fire of a light fixture and the second one was an oven fire.

10. RECREATION, CULTURE AND EVENTS

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 – A Zoom meeting was held on December 1. Agenda items included updates on the waterfront park, community campus and active transportation projects, a review of existing and future programs, and the recent use of the Stratford Town Centre as an emergency COVID testing site. Special thanks to committee members Ted Lawlor, Janet Compton, Ken Wakelin, Mike Dougan, and Kyle Hahn for their efforts and contributions over the past two years. We look forward to working with returning and new members.

Arts and Culture – The Sub-Committee met on December 3. The Red Winged Blackbird sculpture has been installed at Fullerton's Creek Conservation Park. Special thanks to

Artist Gerald Beaulieu on this beautiful art piece. It will prove to be a wonderful addition to the park and the Stratford community.

An RFP has been re-issued for the Artist in Residence Visual Arts program for youth – to run from January to March 2021. Deadline for proposals is December 9, 2020. Additional RFP's have been issued for 2020-2021 Interactive Public Art piece for Pondside Park and 30 Indigenous musical instruments for Stratford Elementary School. The deadline for both RFP's is January 6, 2021.

Stratford Youth Centre & Council – Both the Youth Centre and the Youth Council placed wreaths at the Remembrance Day Monument at the Town Centre.

The Stratford Youth Council held their 4th Annual Walkathon on November 20 – 21, as it had been cancelled in May. Members of the Youth Council took turns walking for 24 hours straight while collecting donations. In total, the group walked a combined 177 kms and raised just over \$2300.

The Stratford Youth Council/Youth Centre are now selling their Annual Christmas Raffle tickets for a chance to win a \$500 Sobey's gift card. The proceeds will go towards the Holiday Helping Hands Project for the homeless and will also help support some local families in need of Christmas gifts for children.

Nine new Fit Bench signs are being installed along Hollis Avenue and Fullerton's Creek Conservation Park. The successful initiative will continue to be expanded upon with more signs being installed at various benches around Stratford. The signs are funded through a Government of PEI Wellness Grant.

Events – The Annual Christmas in the Park event at Cotton Park continues in 2020 minus the children's activities. The Town has added to its compliment of Christmas decoration in the park, Town Centre, Stratford Emergency Services Centre, as well as some other location around the Town. To compensate for the lost children's events, Stratford has organized a Santa's Motorcade that was held on December 5 beginning at 2:00 p.m. from the Town Centre.

The Traditional Stratford New Year's Levee has been cancelled for 2021. The Town will look to continue the tradition after a one-year absence.

Councillor MacDougall noted that he had a discussion with a fundraising committee member from Rustico and she is going to forward the template of what they did in Rustico to get their rink. She gave a few examples of what they did such as reached out to the corporate community, and Dion Phaneuf sponsored a dressing room. Councillor

MacDougall felt that the Town should strike a committee and start doing what Rustico did. He added that he will have the template and we can start with that. Councillor MacDougall stated that there is another thing he would like to highlight such as a curling rink, additional ball fields, or soccer fields, but he took an informal poll of the people in his community and most have children involved in hockey. It is important to highlight that people spend their money where the rinks are located, and Stratford is likely the largest municipality without a rink.

Councillor Burrridge felt that talking to businesses in the community we would likely get their support. She added that there are a lot of people who just want to go to a family skate, but there is very little ice time for just a family skate.

Councillor Smith thanked the recreation department for setting up the Christmas parade it was greatly appreciated. He also noted that Tanya Craig is currently setting up a situation where Councillors can give a New Year's message in place of the Levee. Councillor Smith also noted that the recreation department was both prepared and ready for the COVID-19 testing sites when asked to use our gymnasium. Under Jeremy Pierce's leadership and Councillor Gallant's guidance, it was a job well done and he appreciates it.

Deputy Mayor Clow also felt that it is important for our community to have a rink and everything that goes with it but noted that it is a budget item and will need to be discussed at budget time. He noted that the Town has a lot of things on the go and we might have to give up something to get the rink. He felt that we need to get our priorities in order because it is all going to be a tax increase no matter what we do. We just finished our Emergency Services Building and it was over budget. We need to be careful with our tax base going forward and get the residents involved in the discussions.

Councillor Gallant concurs with Deputy Mayor Clow's concerns, but he is looking at it as a federal, provincial, private sector and fundraising. Mayor Ogden noted that we did say at the last meeting we would strike a committee to look at this, so we will defer further discussion for now.

11. FINANCE AND TECHNOLOGY

- a) Report was included in the agenda package. Councillor MacDonald noted that the last meeting was held on November 17, 2020 and she took a moment to thank the committee members who served on the committee for the past two years. Some of the members will be back and there will also be some new members. The report from the meeting was included in the agenda package and if anyone has any questions Councillor MacDonald noted that she would be happy to answer them. Councillor Burrridge asked if the approach to the budgeting process will be similar to other years and Councillor MacDonald replied that the roll out of the budget process has not yet been discussed. She stated that she

and the finance director will be discussing it closer to the end of the year and will get the dates organized for January and February. The citizen budget survey will be part of the process, but we also hope to have it open once again for public input – however that may look in COVID-19 times.

Deputy Mayor Clow asked if the training on Office 365 was for staff only and Councillor MacDonald replied that it will be for Council as well, but a date has not yet been set. The finance director replied that our IT person still needs to get some staff members set up and once that has been done a date for training will be set and it will most likely be done via Zoom.

b) Financial Statements

Included in the agenda package. Councillor MacDonald briefly reviewed the Town financial statements noting that we are down in revenue by a little over 5% and our expenses are down a little over 13% and both are COVID related.

The Utility income report was included in the package. It was noted that income was up due to the government grant that was received. The expenses for the Utility were down about 12%.

c) Resolution FT0016-2020 – Pipe to Charlottetown Sewer Project – Long Term Financing

Moved by Councillor Gail MacDonald

Seconded by Councillor Derek Smith

WHEREAS the Town of Stratford is currently constructing a wastewater delivery system to Charlottetown. The expected date of completion for the pipe work and pumping station is December 31, 2020 with the decommissioning of the lagoon system completed in early 2021; and

WHEREAS the project is being funded through the Water and Wastewater Infrastructure program with the Stratford Utility Corporation share being \$2,731,250; and

WHEREAS we requested proposals for long term financing of \$2,731,250 from the following financial institutions:

Bank of Montreal
CIBC
Royal Bank
Scotia Bank
TD Bank

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

WHEREAS the Stratford Utility Corporation portion of the project is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of Stratford based on our total assessed tax base (\$829,534,696 x 10% = \$82,953,469) of which the Town of Stratford is using \$8,839,771 as of March 31, 2019; and

WHEREAS the tender provided two options for bidding. Option 1 was fixed term loan amortized over 25 years and option 2 was a banker acceptance loan amortized over 25 years. The following rates were received for Option 1:

Term	<u>TD</u>	<u>RBC</u>	<u>CIBC</u>
5 year		1.75%	1.862%
10 year	1.79%	2.20%	2.625%
15 year	2.14%	2.92%	
20 year	2.31%		

And Option 2

	<u>TD</u>	<u>RBC</u>	<u>CIBC</u>
10 year 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 year 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 year 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 year term	2.20%	2.17%	
	Swap rate of 1.65%	Swap rate of 1.72%	
	Stamping Fee of .55%	Stamping Fee of .45%	

BE IT RESOLVED that the long term financing of the pipe to Charlottetown Sewer Project be awarded to RBC bank for a 25 year Swap Term at a rate of 1.72% and credit spread of 0.45% for an all-in rate of 2.17% subject to market fluctuations prior to closing.

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

Question: **CARRIED**

12. PLANNING, DEVELOPMENT AND HERITAGE

- a) **No written report** – Councillor Burrridge noted that the committee just met on Monday, December 7, 2020.

Councillor Burrridge stated that there was some discussion on the new subdivision that will be coming forward in the form of a resolution. The official plan review is on-going, and the Town planner is currently seeking in house departmental reviews on applicable policy. He is also presenting to the committee for their input.

b) **Permit Summary**

The permit summary was included in the agenda package and Councillor Burrridge reviewed the summary.

c) **Resolution PH0220-2020 – SD017 – 20 – 102519 PEI Inc. (Jackson/Livingston) 22 Lot Subdivision Rankin Drive**

Moved by Councillor Jill Burrridge

Seconded by Councillor Darren MacDougall

WHEREAS An application has been received from 102519 PEI Inc. (Jackson/Livingston) to subdivide parcel numbers 839365 and 876276 (approx. 3.81ha in total area) into 22 lots located off Rankin Drive within the Medium Density Residential Zone (R2); and

WHEREAS the concept plan has been revised based on comments received from Planning staff as well as recreation department staff; and

WHEREAS within the Medium Density Residential Zone (R2) a developer is permitted to have up to 40% of the units within the block to be Duplex, Semi-detached, or Townhouse Dwelling units with the remaining to be SFD. The total area of the proposed subdivision is approximately 3.81ha (9.43 acres) and the developer is proposing 14 single dwelling lots and 8 three-unit townhouse lots; and

WHEREAS the developer has proposed 4,270m² (11.2% 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 960m² area proposed for stormwater management; and

WHEREAS the recreation department has reviewed the proposed subdivision and agree with the proposed parkland as shown.

BE IT RESOLVED that preliminary approval be granted to an application from 102519 PEI Inc. (Jackson/Livingston) to subdivide parcel numbers 839365 and 876276 (approx. 38,138m² in total area) into 22 lots located off Rankin Drive within the Medium Density Zone (R2) subject to the following conditions:

1. Conformance with the Preliminary Plan showing Lots 2020-1 to 2020-22 prepared by Mantha Land Surveys, File No. 2020-S-9, Rev 1 dated November 30, 2020.
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 4,270m² (11.2% of total area) excluding the 960m² area proposed for stormwater management, pursuant to Section 4.9 of the bylaw.
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 Mail Box(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.

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

Councillor Smith asked if the trail system will be connected to the subdivision and Councillor BurrIDGE replied that it is and added that it was a key point of discussion. The planning director demonstrated with a map on the overhead.

Question: **CARRIED**

13. INFRASTRUCTURE

a) Report

Deputy Mayor Clow noted that the committee met via Zoom on November 16. He reviewed the report that was included in the agenda package and highlighted the following items:

Wastewater Treatment Plant Update – the facility is in its last weeks of operation. We have begun to prepare the lagoons for decommissioning which will start with the removal of some of the items. We are also going to start removing the remaining sludge from the system in the coming weeks. This could cause some odours and fluctuations to the effluent quality.

Wastewater Collection System to the Charlottetown Pollution Control Plant – there were difficulties obtaining products and information required to complete the remaining tasks inside the pump station. The consultants and contractors are putting great effort into being ready to commission the station by the middle of December. The generator and automatic transfer switch that will provide backup power to the station has been commissioned.

Inflow and Infiltration Reduction Strategy – KWA Construction has completed repair work on 59 manholes which will reduce the amount of surface and groundwater seeping into the sewer system. Monitoring and review of the sewer system to identify areas requiring repair are ongoing.

Investing in Canada Infrastructure Program Update –

- **Sewer Lift Station Upgrades** – Coles Associates is working on the design, with anticipation to construct in the spring of 2021. The Utility captured additional flow data to provide to Coles Associates to assist with the design. Awaiting an update from Coles.

- **Water Station Upgrades** – Two bids were received on November 9, 2020. The low bid was from Hansen Electric for \$318,600 plus HST, and the second bid was from Birch Hill Construction for \$591,000 plus HST. The budget is short approximately \$92,000 to complete the entire project. We are planning to reduce the scope of work to meet the budget. Further information is included in the resolution.

Provincial Active Transportation Fund – The sidewalk is being poured this week with the only remaining work being the landscaping and that will most likely be completed in the spring of 2021.

Fullerton's Washroom Facility – The contractor is coordinating the building inspection and requirement to obtain the occupancy permit. Once complete, the building can be open to the public.

Fullerton's Natural Playground – The contractor completing the work is coming from Nova Scotia and has encountered a delay due to the bubble closing. As soon as permission is granted for them to come to the Island, they will begin the project. The art piece has been installed.

Staff is in full preparation for the upcoming winter season preparing equipment and collecting salt and materials for treating surfaces and sidewalks.

During November there were no major issues with our water distribution or wastewater collection system.

Councillor Smith asked about the pathway coming across the bridge because it does affect the residents of Stratford. Deputy Mayor Clow replied that today they were laying asphalt on the Charlottetown side. He asked the infrastructure director Jeremy Crosby if he had any further information on the project. Mayor Ogden wanted to caution Jeremy before he commented because it is an area of provincial jurisdiction and the province has indicated that they are not ready to comment at this time. Jeremy stated that we don't have a lot of information at this time, but they will be moving the barriers, but he doesn't have confirmation of when that will happen. He added that the province will try to get as much work done as weather permits. Jeremy added that there will likely be further work done in the spring as well. Jeremy also noted that the Town's project manager Jeannie Gallant had a large part of the project management and the success of the project.

Mayor Ogden noted that a long time employee Billy Ramsay has left the Town. Billy was instrumental in starting the water school and that has been a real 'feather in the cap' for Stratford for many years. The water school provided a lot of good information and

contributed a lot to the Town. Billy was a great employee, and we were sorry to see him go, but we wish him all the best in his new job. Deputy Mayor Clow thanked Mayor Ogden and echoed his comments.

b) Resolution INC004-2020 – Water Station Upgrades

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Derek Smith

WHEREAS the Water Station Upgrades construction tender closed on November 9, 2020; and

WHEREAS the following tenders were received (HST included):

Contractor/Company	Tender Price (HST Excluded)
Hansen Electric	\$318,600.00
Birch Hill Construction Ltd.	\$591,000.00

AND WHEREAS a capital budget of \$290,000 was approved for the Water Station Upgrades; and

WHEREAS provincial and federal funding through the Investing in Canada Infrastructure Program in the amount of \$203,411.04 will be contributed toward the project; and

WHEREAS the cost of engineering, design and construction services is estimated at \$54,200.00 (HST excluded); and

WHEREAS the total price of the project for the low bidder is \$372,800.00 (HST excluded); and

WHEREAS the tender for the low bidder included provisional items for adding lightening protection to the well fields in the amount of \$117,500.00 (HST excluded); and

WHEREAS by removing the provisional items from the contract, the contract price of the project will be \$201,100.00 (HST excluded); and

WHEREAS by removing the provisional items from the contract, the total price of the project including engineering and design will be \$255,300.00 (HST excluded).

THEREFORE, BE IT RESOLVED that the tender be awarded to Hansen Electric in the amount of \$201,100.00 (HST excluded).

Discussion: This resolution bears the recommendation of the Committee of the Whole. Deputy Mayor Clow noted that we were over budget, so we are excluding the lightning protection.

Councillor Smith asked about lightning rods and if they would be put on 'the radar' and Deputy Mayor Clow replied that we will install them in the future. Infrastructure director Jeremy Crosby reiterated that we will be installing them sometime in the future. He added that we did check with our insurance company to ensure that it was okay to exclude the lightning rods from the project at this time. Jeremy added that we did have some problems with a few lightning strikes on one of our wellfields over the past year, and that is why we were interested in having them added to this project, but they understand that we are over budget and that we do intent to do it at some point. Jeremy added that it was a provisional item that we could remove from the contract when the consultant prepared the document.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

Report was included in the agenda package.

15. SUSTAINABILITY

No Report – Councillor MacDougall noted that the committee did not meet since the last Council meeting.

16. ACCOUNTABILITY AND ENGAGEMENT

Report was included in the agenda package. The last meeting was held on November 19, 2020 and there was a discussion on the request for proposal for the engagement strategy review. We discussed how we could improve on our current engagement strategy. There was also a discussion on the 2021 resident survey and how we could improve on it and coordinate it with some of our other engagement activities. The committee discussed doing a separate business survey and was very much in favour of doing a professional business survey to see what the Town can do to help businesses succeed in Stratford and help bring new businesses to the Town.

Deputy Mayor Clow asked if questions relating to the waterfront and the pandemic will included in the survey and Mayor Ogden replied that the questions have been forwarded to Robert Hughes CAO and our community and business engagement manager Wendy Watts and they were meeting yesterday (December 8) with the consultant. Wendy stated that there was an initial meeting on December 8 with the survey consultant and a wide range of topics were discussed as potential questions for the survey. She noted that both the waterfront and the pandemic were among those on the list and they will be going through some exercises to

determine which questions are relevant and will appear in the survey. Wendy noted that because there is a separate consultant and process regarding the waterfront, it probably won't be included in the survey because the information from the survey will come back after the waterfront consultation has closed.

17. HUMAN RESOURCES

No Report at this time.

18. INQUIRIES BY MEMBERS OF COUNCIL

Nil

19. OTHER COMMITTEES

a) Stratford Community Seniors

Report was included in the agenda package. Deputy Mayor Clow gave an overview of what is taking place at the complex.

- Unit 9 in the complex has been rented and the new tenant will move in on February 1, 2021
- The fall fire drill has been completed
- The fire department was called to the building on December 6. A tenant sent off the alarm when they burnt something on the stove. The tenants followed protocol and went to their muster station
- The Christmas decorations are all up
- Winter maintenance is being completed
- The furnace door has been replaced, and the bedroom window replacements for three units have been completed.

Mayor Ogden thanked outgoing chair of the committee Councillor MacDonald for all the work she has done on the committee noting that she was chair of the committee for quite a number of years.

b) Community Campus

No Report

20. APPOINTMENTS TO THE COMMITTEE

Resolution SS002-2020 Appointment of Directors to the Cross Roads Rural Community Fire Company

Moved by Councillor Derek Smith

Seconded by Councillor Darren MacDougall

WHEREAS the Town of Stratford has a right and a responsibility to appoint seven members to the Board of Directors of the Cross Roads Rural Community Fire Company; and

WHEREAS Council intends to appoint two members each year for three year terms so that there is regular turn over on the Board but also continuity with only two new members per year.

BE IT RESOLVED that the following persons be appointed to serve on the Board of Directors of the Cross Roads Rural Community Fire Company for the year 2021.

Town Council Representative:

- Councillor Derek Smith

Community Representatives:

- Kevin Jenkins (1st year of 3 year term)
- Carol-Anne Duffy (1st year of 3 year term)
- Chris Landry (1st year of 2 year term)
- David Swan (1st year of a 2 year term)
- David Milligan (1st year of a 1 year term)
- Kathy Livingstone (1st year of a 1 year term)

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

Councillor Smith noted that Kevin Jenkins was a former Mayor of the Town for a number of years, and his father also served on the fire department for many years. Kevin brings a wealth of information and knowledge to this file.

Question: **CARRIED**

21. PROCLAMATIONS

Mayor Ogden noted that this is the week we mark the occasion of the 14 women murdered in Montreal on December 6 – thirty years ago. He noted that it is very important to try and deal with family violence and violence against women. It is important for everyone to be aware of this problem and to do whatever we can to deal with it.

Councillor Smith noted that the Halifax explosion happened on the same day one hundred years ago.

22. OTHER BUSINESS

Councillor BurrIDGE noted that she was appointed by the Minister to the Stratford High School Planning and Design Committee. They wanted a community representative to sit on the committee and she will be co-chairing with Dylan Mullally. She wanted to highlight it because it is a great partnership between the province and the Town. Mayor Ogden thanked Councillor BurrIDGE for taking this task on noting that she will bring a lot to the table.

Deputy Mayor Clow congratulated Councillor Burrridge on the co-chair position. He wondered if it would interfere when it is time to vote on issues and Councillor Burrridge replied that this is a committee with engineers and architects on it and it is for the planning and design of the school and won't interfere with voting on issues.

Councillor Smith wished Council, Town staff, and Town residents a Merry Christmas and happy holidays.

Mayor Ogden also wished everyone the best of the holiday season.

23. ADJOURNMENT

There being no further business, the meeting adjourned at 6:33 p.m.

Mayor Steve Ogden

Robert Hughes CAO