

REGULAR COUNCIL MEETING
April 13, 2022
Approved Minutes

DATE: April 13, 2022
TIME: 4:30 p.m. – 7:00 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; Jeremy Crosby, CAO; Kevin Reynolds, Director of Planning; Jeremy Pierce, Director of Recreation, Culture, and Events; Jeannie Gallant, Acting Director of Infrastructure; Daniel Zhang, Finance Coordinator; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Kim O’Connell, Director of Finance and Technology

GUESTS: Senator Diane Griffin and Corporal Mike Lutley, RCMP

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those who were viewing via social media. Mayor Ogden also welcomed special guest Senator Diane Griffin and Corporal Mike Lutley of the RCMP.

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.

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 presented. Motion Carried.

SENATOR DIANE GRIFFIN – Mayor Ogden congratulated Senator Griffin on completion of a very amazing and distinguished career as a Senator. “You have served your community, your province, and your country with dedication, perseverance, and hard work. You have been a tireless advocate for the environment. You have served the residents of Stratford as a Councillor and as a Senator. On behalf of all staff, Council, and all residents we thank you.”

At this time Senator Griffin was presented with a token of the Town's appreciation and photos were taken.

Senator Griffin took a moment to thank everyone. She noted that when she served on Council "we were all great friends and a lot of great things happened when you consider the Town came from five separate communities." Senator Griffin stated that she really enjoyed working with the Council, and when the call came from the Prime Minister she was at a Council meeting that had just been adjourned by Mayor Dunphy when she received the call from the Prime Minister that he was going to nominate her as an independent Senator to represent Prince Edward Island (it is actually the Governor General who does the appointment). Senator Griffin stated that the last five years have been very busy, and she added that other Senators were great to get things done for the Maritime provinces.

Mayor Ogden stated that Senator Griffin has always had good grace and quietly got things done and he thanked her for that.

Deputy Mayor Clow congratulated Senator Griffin for all the work she did in Ottawa. He noted that her first year in Ottawa Council was also in Ottawa for the FCM Conference and she gave everyone a tour of parliament.

All Councillors stated that they appreciated her efforts on behalf of the Town and the province.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jill Burridge and seconded by Deputy Mayor Clow that the Regular Council Minutes of March 9, 2022, and the Special Council Meeting Minutes of March 10, 2022, be approved as circulated. Motion Carried.

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

The report was included in the agenda package for Council to review. Mayor Ogden briefly reviewed the report as follows:

- Enjoyed seeing the funding announcement event in which federal, provincial, and municipal funding of more than 15 million dollars was announced for community campus infrastructure, rehabilitation of Kelly's Pond, a new water tower, and a solar energy array. Thank you goes out to Councillor MacDonald for stepping up and

representing the Town and to Councillor Burridge for acting as MC, and to all staff and Councillors for all their hard work to achieve this milestone

- Participated in a special budget meeting of Council and managers to finalize the draft 2022/23 Town and Utility budget
- Chaired a special meeting to discuss the police study update and the recent IRAC decision
- Attended the Planning Committee, the Infrastructure Committee, and the Finance Committee meetings
- Met with the Hon. Genette Petitpas-Taylor, Canada's Minister of Official Languages and Minister responsible for Atlantic Canada Opportunities Agency (ACOA) as part of a business lunch sponsored by the Greater Charlottetown Chamber of Commerce
- Participated in a curling event at the Cornwall Curling Club
- Interviewed by CBC regarding the increased cost of fire protection
- Attended internal meetings and looked after the day to day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

The CAO noted that the following meetings and town business that he dealt with during the month of March are as follows:

March 1

- Department head meeting to review projects and Town business
- Switch program governance meeting

March 2

- Attended the Sustainability Committee meeting
- Meeting to review custodian and facilities fore-person job descriptions

March 3

- Committee of the Whole meeting (February's meeting was moved to March 3/22)

March 4

- Housing supply challenge program update

March 7

- Budget meeting

March 8

- Meeting with the Mayor and a resident regarding a potential Town project
- Budget meeting

March 9

- Meeting with the Gray Group to review their proposed development
- Town Council meeting

March 10

- Stormwind Studios training introduction

March 11

- Meeting with PEI Immigrant and Refugee Services Association

March 16

- Community campus update meeting
- CBC Interview regarding Town vaccination policy
- Department head meeting

March 17

- Budget meeting

March 18

- Meeting to discuss infrastructure department staffing

March 21

- Meeting to discuss and finalize group benefits market analysis with Hugh Paton
- Viewworks GIS program meeting
- Safety Services Committee meeting

March 22

- Meeting with the Gray Group regarding their proposed development
- Meeting regarding a potential development on the waterfront

March 23

- Staff meeting
- Switch program financial review
- Special Council meeting to pass the 2022/23 Town and Utility budgets

March 24

- Staff evaluations
- Business park land discussions
- Switch program information session

March 25

- Meeting to discuss infrastructure department staffing
- Low income homeowner program design and marketing

March 28

- Housing supply challenge resident discussion
- Stratford design guidelines start-up meeting

March 29

- Department head meeting

In addition to the above, finalized the 2022 budget, planning related matters including the IRAC appeal, Switch program file, community campus, policy services model review, staff evaluations and step increases for the 2022/23 fiscal year, business park expansion, Bunbury Forest land acquisition, and staff human resources related issues including the search for a new town planner. In addition, I tended to other Town and Utility related business as required.

9. **SAFETY SERVICES**

a) **Report**

The report was included in the agenda package for Council to review. Councillor Smith referred to section 3 a) of the report noting that an additional funding request was submitted to replace the Jaws of Life.

Councillor Smith referred everyone to page 6 c) a request was brought forward by a resident who travels the business park often and witnesses ongoing speeding issues. He felt with it being a high traffic area, and with Hollis being a straight stretch of road that it is just an accident waiting to happen. He is asking that the Town and the province consider his request to have a three way stop sign installed at Hollis and Myrtle streets. It was noted that there is a lot of development proposed around the business park, Mason Road, and Bunbury Road, so it's a good time to bring this request to the Department of Transportation for assessment. The CAO noted that this will be the main entrance to the new community campus, and there will eventually be an expansion to the business park so there will be a lot more activity.

Councillor Burrridge asked about the particular problem area at the Keppoch/Kinlock Road intersection and Councillor Smith replied that it is being worked on, but the biggest problem with the intersection is the alignment. However, children will be allowed to ride their bicycles on the sidewalks if necessary. The RCMP will also be going into the schools to talk to the children. The CAO added that a letter was sent in to the province, but we have not yet received a response. He felt that rapid flashing lights would be a great help in that area, and he also plans to follow-up with the Department of Transportation.

b) Street Lights

Councillor Smith stated that there have been a number of street light requests and they have all been satisfied.

c) RCMP Report

The report for the month of March was included in the agenda package for Council to review.

Councillor Smith noted that in the previous month there were a lot of tickets issued, and in March there were 53 tickets issued and a number of warning tickets issued. He noted that the word is out to not speed in Stratford because the RCMP is watching. There were also 67 index checks done in the month of March. Mayor Ogden felt it was a good sign that he is not getting any calls regarding speeding.

Councillor Smith noted that we did have a serious case in the Town in regard to a fire arms; however, the issue is before the courts so we will not be discussing the facts at this time.

Councillor Gallant asked about the video surveillance cameras project and where it currently stands. Corporal Lutley noted that it is called 'Operation Capture' and they are currently trying to work around some 'red tape' from Ottawa and hope to see it up and running by summer.

d) Humane Society Report

The report for the month of March was included in the agenda package for Council to review. It was a standard month for the Humane Society.

e) Transit

The transit graph report for the month of March was included in the agenda package. Councillor Smith stated that it was good to see the numbers are up from the previous month.

f) Cross Roads Fire Department

The report for the month of March was included in the agenda package. It was noted that an administrative person has been hired to take care of the paperwork for the fire company and the fire company board.

Councillor Smith felt that it was important to have a report from the fire chief and it is included in the agenda package. Councillor Smith reviewed the report for Council. Kevin Reynolds (Cross Roads Fire Department's Fire Chief) noted that the fire chiefs had not meet since 2010, so a request was put forward for a meeting.

Councillor Smith – *"I would like to advise the public, as well as this Council, that Don Himelman has stepped down from the Cross Roads Fire Department Board. I believe Mr. Himelman was one of the first board members and started his administrative position in 1979 and was the representative for the Cross Roads area. I got to know Don and what I want to point out is that when the Board was first formed it needed a lot of work, especially in the financial area and that is where Don assisted."*

"Over the years the Board has made many difficult decisions in order to have the fire company of today. I want to personally thank Don for his service and wish him all the best in his retirement."

10. RECREATION, CULTURE AND EVENTS

a) Report

The Recreation, Culture and Events Committee did not meet in March. The following is an overview of projects and items being worked on within the recreation department.

Arts and Culture – the Arts and Culture Sub-Committee will be having a special session meeting on Thursday, April 14, 2022. The committee will be working with an art consultant to help shape the future direction of art in the community. The session will be the first of several sessions aimed at gathering input for programs, events, public displays, and communications.

Arts and Culture Winter Programming – Stratford is set to offer a variety of spring art programs beginning April 4, 2022. Some programs will be offered online while others are once again available in-person.

Events – the next Events Sub-Committee meeting will be held on Thursday, April 21. The committee is actively planning Canada Day Celebrations and has invited the Diversity and Inclusion Sub-Committee to the April meeting to discuss the details.

National Volunteer Week – April 24 – 30 – the Town of Stratford recognizes the value of all our volunteers. Thank you to all the Volunteers for their selfless contribution to others. **Annual Volunteer of the Year Awards** – the deadline for nominations is June 3, 2022, at 4:00 p.m. Nomination forms can be found on the Town's webpage, by emailing Tanya Craig at tcraig@townofstratford.ca or by dropping into the Town Centre office.

Stratford Youth Centre and Council – The youth council online auction was a fundraising success. The council would like to thank the community minded organizations and the many residents who bid on and purchased the numerous items.

Programs – winter programs continue to operate in the gymnasium until May 31. The Town added an additional month to compensate for the lost month of January when programming opportunities were temporarily shut down to Chief Public Health Office (CPHO) guidelines.

Parks and Sports Fields – work is scheduled to begin at community and neighbourhood parks in mid April, along with work on sports fields in late April. Work is dependent upon weather and turf conditions, but we hope that an early spring will allow for early access to the valued community locations.

Fitness Area and Gymnasium – the fitness area is seeing a surge in average daily numbers, up to 125 people per day for the month of March. With the Vaxpass program being dropped daily user numbers continue to increase. For comparison, the fitness area average daily user for February was 84. With the April 6 announcement that full capacities are once again permitted, it would be expected that more and more residents will consider the Town Centre for their personal fitness needs. Councillor Gallant noted

that he is hearing a lot of positive comments regarding the cleaning of the fitness area – people are noticing the difference and that is the result of our new custodian.

11. FINANCE AND TECHNOLOGY

a) Report was included in the agenda package for Council to review. Councillor MacDonald highlighted some of the items that staff is currently working on:

- The 2022/23 budget was presented on March 23, 2022
- Government claim forms for year-end
- New Deal allocations for the year-end
- Updating all payroll information for new year
- Reviewing police study report
- Staff is working on April utility bills, e-bills will be available by April 6 and residents will receive paper bills by April 14
- Attended meetings on the Switch program
- Staff is also busy with day to day work

b) **Financial Statements**

Councillor MacDonald apologized that the statements were not included in the agenda package, and she will include them in next month's package.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) The report was included in the agenda package for Council to review. Councillor Burrridge briefly reviewed the report noting that most things will be discussed during the resolutions. She added that the number of development applications are 'unreal,' and the department is extremely busy. She also noted that the department is currently looking for a new Town Planner.

b) **Permit Summary**

Included in the agenda package.

c) **Resolution PH014-2022 – HO001 – 22 – Colin and Jackson Atkinson – 100 Rosebank Road – Bunker Golf Simulator**

Moved by Councillor Jill Burrridge

Seconded by Deputy Mayor Gary Clow

WHEREAS An application has been received from Colin Atkinson and Jackson Haley-Atkinson for a Home Occupation (Golf Simulator Business) on parcel number 1053321 at 100 Rosebank Road; and

WHEREAS in accordance with the Town of Stratford Official Plan, Stratford is a community where housing development is balanced with our ability to sustain resources and

affordable service delivery. To achieve this objective, it is proposed to....). Permit a range of in-home occupations provided they don't have negative impact on neighborhoods and the Town as a whole. Noise, number of parking places, safety and hours of operation must be considered.

BE IT RESOLVED Council grant approval to an application received from Colin Atkinson and Jackson Haley-Atkinson for a Home Occupation (Golf Simulator Business) on parcel number 1053321 located at 100 Rosebank Road subject to the following conditions:

- a. The applicant shall enter into a Home Occupation Agreement with the Town of Stratford including any conditions that the Development Officer deems necessary.

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

The director of planning Kevin Reynolds, with the aid of the overhead, explained the request. He noted that this request raised quite a bit of discussion at planning board in regard to parking. We noted that the business owner has the responsibility to ensure parking for four people. They are required to enter into an agreement with the Town that states that the parking needs will be off the street. If we find down the road we get complaints, we can look into them and if we can't solve an issue we have the ability to revoke the permit. We will ensure that the business owner understands that they have to have parking so that they don't cause any issues in the neighborhood.

Councillor Smith stated that they were up and running and they didn't know that they needed a permit. Kevin stated that once the department was made aware of it they were contacted. Councillor Smith stated that his concern is that Rosebank is a busy street.

Councillor MacDougall noted that he has had some residents contact him who are concerned about this request. They are saying that there are four or five vehicles that they felt belonged to the business owner.

They also felt that the wet bar could be an issue. It was a concern that was flagged by residents. Kevin noted that a liquor license would be flagged in a residential area. It was also noted that one resident had said because the road is narrow people are driving on his property.

Kevin noted that we can ask for input from the surrounding residents if that is Council's wish, but it is not a requirement. Councillor Burrridge noted that they were allowing time between one group leaving and one group arriving. Kevin stated that if there are issues they would need to adjust the time they allow between those leaving and those arriving.

Councillor Burrridge noted that the number of cars is a legitimate concern and she wondered if we should ask how many cars are owned by the residents living in the dwelling. Kevin stated that we can certainly clarify some questions for Council.

Councillor Gallant felt that this is the type of business that should be in the middle of Town. He would like to defer the decision in order to get some of our questions answered.

Deputy Mayor Clow noted that this type of business is usually shut down in the summer and would only run in the winter, so he is not sure how busy it would be during the summer.

It was noted that they would be allowed to have one sign, but it must meet the criteria.

Councillor Smith stated that this is a business that was being run and we were notified by an anonymous letter. Kevin noted that we contacted them quite soon after they opened.

Mayor Ogden noted that we do have a home occupation bylaw but asked if in the interest of time we should defer this resolution until more information can be obtained.

Councillor MacDonald asked if they pay a fee and Kevin replied that they do pay a permit fee of \$300.

After further discussion it was agreed that the resolution would be deferred.

It was moved by Councillor Burrridge and seconded by Deputy Mayor Clow that this resolution be deferred for 30 days to gather more information from surrounding residents.

Question: **DEFERRED**

- d) **Resolution PH016-2022 – SD004-22- Subdivision Approval Revision – Macdonald's quality Housing Ltd. – Phase 4 Clearview Subdivision**

Moved by Councillor Jill Burridge
Seconded by Deputy Mayor Gary Clow

WHEREAS an application has been received from Macdonald's Quality Housing Ltd. that revised subdivision plan for Phase IV of the Clearview subdivision with changes from the original approved subdivision plan; and

WHEREAS the proposed changes include the reorientation of the three lots originally fronting on Road D such that they now front on Road C, the addition of a future access to the lands South of the development, a reduction of frontage widths for lots 73-79 to accommodate the re-orientation of lots and the future access, and an increase in the parkland frontage on Road D from 10.2m to 30.65m resulting in an increase of 1276m² (0.32ac) to the parkland area.

BE IT RESOLVED that preliminary approval be granted to an application from MacDonald's Quality Housing to revise the original preliminary subdivision plan for Phase 4 of the Clearview Subdivision on parcel number 289637 subject to the following:

1. Conformance with the Clearview Subdivision Phase 4 Proposed Property Plan, Revision 11, prepared by Harland Engineering Services Inc. dated March 29, 2022.
2. That the proposed parkland area of 9855m² (2.42 acres in area), as shown on the plan be deeded to the Town of Stratford as parkland dedication.
3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines approved by both DOTI and the Town of Stratford.
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 and Infrastructure, 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.

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

Kevin noted that when the letters were sent out to neighbours in the surrounding area asking for their comments they were actually sent a different drawing with the letter. After that letter went out there were a number of comments received from residents and they were reviewed by Town staff. We also received additional comments from the Department of Transportation and Infrastructure at that time. They were okay with deleting the road that was going to go by the park, but they did state that at the corner of Sunset there was a road access that was left from the original phase of the subdivision.

Kevin noted that he understood that on social media there was some discussion with a resident group and the actual developer. They talked about going back to a more revised plan. Kevin sent out a copy of the plan to residents who had reached out to him with concerns. The road network is essentially the same as it was in the original design. There are four lots that are fronting on road C that are turned and their frontage is going to be on the new Road C and that is avoiding the need to put sewer on road D or road E, so it is less infrastructure and from the Town's perspective that is a good thing. It gives more frontage for the park on Road D – there was only a 10 meter wide frontage on Road D originally, and in the latest plan it is now 30 meters.

Three original lots were fronting on Road D, and they are now fronting on Road C. There is an additional future access to the land south of the development. We received comments from the Department of Transportation and Infrastructure on this and they are okay with a future access point being created with the knowledge that there will be no additional lots. This subdivision has been talked about and revised a number of times and the Department of Transportation very clearly stated that 79 is the maximum number of units that can be accessed with the existing access point on the Trans Canada Highway. They are okay with it being a future access, but it can't be used to access anything until there is a secondary access point to the subdivision which is potentially going to be to the east or the west. When that access point went in it reduced the frontages of the lots along that same boundary line – same number of lots but reduced the frontages slightly on lots 73 to 79, and it increased the

overall park area by .32 acres. So, no additional lots in number, but some lots with slightly reduced frontages than they were originally, but they are very close to the lot sizes of the existing McGregor Drive, and with the reorientation of the other lots from Road D to Road C we felt it made sense.

Councillor Smith stated that this plan was already in place and voted on and we are just tweaking it a little bit and Kevin replied that is correct. It is a revision to the original concept plan from 2012. This will be the fourth and final phase.

Question: **CARRIED**

e) **Resolution PH017-2022 – A002-22 General Text Amendments – Town of Stratford Zoning and Development Bylaw #45 – 1st Reading**

Moved by Councillor Jill Burridge

Seconded by Deputy Mayor Gary Clow

WHEREAS several text amendments to the Zoning and Development Bylaw #45 have been identified to bring Child Care Facilities up to date with the PEI Government *Early Learning and Child Care Act*. as well as minor text amendments are required to aid in clarification to Section 11.3.6 -Medium Density Residential Zone (R2) for lot coverage, and other text amendments bringing updated language to improve the Zoning and Development Bylaw #45; and

WHEREAS a public meeting was held on March 23, 2022, at 7:00 p.m. and due to current COVID-19 gathering restrictions, this public meeting was limited to 25 people but was also live-streamed on the Town's Facebook and YouTube. Residents were given until March 30, 2022, to submit their comments; and

WHEREAS no comments were received from the public regarding the required text amendments.

BE IT RESOLVED that Bylaw #45-K, a bylaw to amend the Town of Stratford Zoning and Development Bylaw, Bylaw #45, be hereby read and approved a first time.

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

Councillor Burridge noted that we are updating and bringing the bylaw into line with the provincial guidelines.

Kevin took a moment to thank our planning and development technician Sarah Kennedy who developed a brochure to show all the different things

within the bylaw that would be affected by these changes and then she wrote Bylaw 45-K which is included in the agenda package.

Kevin reviewed Bylaw 45-K noting that we are changing the number of children allowed in a daycare centre from a maximum of 50 to a maximum of 80 to bring us in line with the Childcare Facilities Act adding that most of those childcare facilities are located within some type of a commercial or institutional zone. He noted that we are proposing to change and delete a few definitions within the bylaw and bring them all under what we call Childcare Centre Homebased. What used to be a child care facility that allowed up to seven children is now called a Childcare Centre Homebased and it will allow up to a maximum of eight children as per the Childcare Facilities Act. Kevin noted that we are proposing to deal with these as home occupations as we previously talked about. In most zones you are allowed to have childcare facilities with a maximum of seven children and we are proposing to change that to a maximum of eight children. This will allow people to apply to be licensed which in turn will allow them to access some of the federal and provincial funding for daycare programs. Kevin noted that there is a severe shortage of childcare spaces within the province, and the reason the province is making some of the changes to their Act is to try and make it easier for people to run these facilities. We are trying to remove some of the obstacles and make it easier for people, but also keep some control on how and where it is done by putting them in under home occupation.

Lot Coverage - the maximum lot coverage for townhouse or row house dwellings was an error that was missed in the bylaw, and it came to our attention when doing a development permit application within the new Gray Group subdivision. We are proposing to have the same maximum lot coverage as a duplex or semi-detached dwelling.

Home Occupations – currently have a limit of no more than 25% of the floor area can be used for a home occupation business. In most instances people use the majority of their house for their homebased childcare centres and we felt that this is not a home based business that we can limit to just 25% of the floor area. It should also be clarified that if the home owner has children they are included in the maximum number of children allowed. There was also a clarification on the number of signs permitted on homebased occupations.

Kevin noted that we used to have a neighbourhood childcare centre which allowed you to go from 8 to 15 children, but we decided to remove it and put anything that is above a home occupation, or a home based childcare centre to Childcare Centres. You could potentially have up to 80 children, but they are all special permitted uses in any residential zone. However, Council has the ability to limit the number to what they feel fits the area. It was noted that it would also be based on the square footage per child.

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 Treatment Plant Decommissioning – topsoil has been stockpiled on the site in anticipation of the final landscaping to be complete later this spring.

Inflow and Infiltration Reduction Strategy – the department is identifying areas where sections of sewer main need repair and would be good candidates for the lining process that was completed last year. We would like to pursue this work later in the summer or fall.

Dry Storage Building – construction is complete, and the department has begun to move material and equipment into the building. Fencing and final landscaping around the building will be complete later this spring.

New Water Reservoir – the consultant has completed the review and is recommending a 500,000 gallon reservoir be constructed to serve the Town's projected growth for the next 10 years. An RFP for design services will be issued in the coming weeks.

Pondside Watershed Restoration – two proposal submissions were received, with McCullough Environmental Engineering scoring the highest in the evaluation process. The design work was awarded to McCullough Environmental Engineering on March 21, 2022. They have begun the permitting process for draining the ponds, which they would like to complete in May. They have also begun collecting data to prepare the design and construction documents for the dredging process and control structure replacement.

Community Campus Site Servicing – two proposal submissions were received and CBCL Limited scored the highest in the evaluation process. A resolution is being brought

forward to recommend awarding the project to CBCL Limited. Design will begin immediately with construction anticipated to begin in July.

Infrastructure staff has been busy with the following:

- Inspection and cleanup of properties
- Repairs and painting continue at the Town Centre
- Repairs to the electric wall and ceiling heaters at the Town Centre
- Assisting with the water school setup
- Salting, sanding, and snow removal operations are ongoing, but are winding down
- Bylaw complaints and investigations are ongoing
- Water system sampling and maintenance is ongoing; and
- Water and sewer inspections and water turn-ons for new development is ongoing.

During the month of March there was a residential sewer lateral blockage on Ducks Landing. The investigation showed a possible partial collapse of the sewer lateral near the connection point between customer and Utility pipe. The lateral will be excavated to determine the exact location of the issue which will determine who is responsible for the repair. There was also a report of a sewer blockage on Glencove Drive, but the issue was determined to be on the customer's side of the lateral.

b) Resolution INC001-2022 Engineering for Community Campus Site Servicing

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Jill Burridge

WHEREAS proposals were received on March 16, 2022, from engineering consultants to complete the design, tendering, and contract administration for the Site Servicing of the Community Campus; and

WHEREAS two submissions were received, one from CBCL Limited and one from IDEA Group; and

WHEREAS the proposals were evaluated by a team of 3, who ranked each submission out of a total score of 100 with the following results:

Consultant	Total Score
CBCL Limited	91.33
IDEA Group	74.07

AND WHEREAS CBCL Limited having the highest score submitted a total estimated price of the design, tendering, contract administration and site inspection during construction of \$208,700.00 (HST excluded); and

WHEREAS a capital budget of \$15,224,500.00 was approved for the design and construction of the Community Campus Site Servicing.

BE IT RESOLVED that the design, tendering, and contract administration be awarded to CBCL Limited in the amount of \$208,700.00 (HST excluded) to be confirmed.

Discussion: This resolution bears the recommendation of the Infrastructure Committee and the Community Campus Implementation Committee.

Question: **CARRIED**

c) Resolution INC002-2022 Construction of Sewer Lift Station Upgrades

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Darren MacDougall

WHEREAS four tenders were received on September 24, 2021, for the construction of the Sewer Lift Station Upgrades - Kinlock Road Sanitary Sewer Forcemain project, as follows:

Contractor	Bid Excluding HST
Landmark Construction	\$530,131.89
Birt & MacKay Backhoe Services Ltd.	\$663,316.10
Island Coastal Services Ltd.	\$833,475.00
Birch Hill Construction Ltd.	\$1,462,790.10

AND WHEREAS Landmark Construction was identified as the low bidder at the October 2021, Council meeting however, funding had not been approved at that point; and

WHEREAS a reduced scope of work was negotiated with Landmark Construction to allow for another tender to be issued for upgrades at the Corish Pumping Station in order to meet the funding requirement; and

WHEREAS funding through the Investing in Canada Infrastructure Program has been approved for phase 1 of the Sewer Lift Station Upgrades, including forcemain and station upgrades, in the amount of \$701,417.40 and the capital budget amount approved is \$956,500; and

WHEREAS the negotiated price from Landmark Construction is \$375,232.81 excluding HST and the engineering fee is estimated to be \$102,000 excluding HST, for an estimated total of \$477,232.81 excluding HST.

BE IT RESOLVED that the construction of the Sewer Lift Station Upgrades - Kinlock Road Sanitary Sewer Forcemain be awarded to Landmark Construction in the amount of \$375,232.81 (HST excluded).

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

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Resolution CW005-2022 – Appointment of the Municipal Election Officials

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Gail MacDonald

WHEREAS a Municipal Election will be held on the first Monday of November 2022; and

WHEREAS Elections PEI has agreed to oversee the Stratford Election on the Town's behalf.

BE IT RESOLVED that Mr. Tim Garrity be appointed as the Chief Municipal Election Official, and Ms. Stephanie Thorpe be appointed as the Deputy Chief Municipal Election Official for the November 2022 Mayor and Council elections, as per the Municipal Government Act Section 40. (1).

BE IT FURTHER RESOLVED That the Chief Municipal Election Official is empowered to employ such returning officers and election officials as required to conduct the election under the Town's Election Bylaw.

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

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

a) No Report

Councillor MacDougall noted that the committee did not meet in April. However, it was noted that the water school went ahead this year, and it was a great success. Councillor BurrIDGE agreed that it was quite impressive.

It was also noted that the Switch Program is a good news story and residents continue to utilize the program.

16. ACCOUNTABILITY AND ENGAGEMENT

a) No Report

17. HUMAN RESOURCES

Nil

18. INQUIRIES BY MEMBERS OF COUNCIL

Nil

19. OTHER COMMITTEES

a) Stratford Community Seniors

Deputy Mayor Clow noted that everything is running well at the complex.

b) Community Campus

Councillor Burrige noted that we are working on the final report. We are working with the province, and we will have an update in the next newsletter. We are going to have a municipal update on the campus and the province will also be doing an update. It will be great for the community to get some details on what is coming.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Councillor Gallant noted that Elaine McGuigan will be retiring on April 14, 2022, and he wanted to thank her as she was very helpful to him in his first few years on Council.

23. ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO